# System Management

# Market Participant Interface

# User Guide-

# Generators and Loads- Public

1 April 2009

**Document release information**

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## Disclaimer

Please note that it has no legal status and Market participants should always refer to the Market Rules and Market Procedures.


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# Table of contents


Index

| | | |
|---|---|---|
| 1 | Logging on to the MPI | 5 |
| 2 | Main Menu | 7 |
| 3 | Outage Review | 9 |
| 4 | Types of Planned Outage Requests | 10 |
| 5 | Creating a POP (Proposed Outage Plan) | 11 |
| 6 | Pre-accepted Outages | 17 |
| 7 | Day-Ahead Opportunity Maintenance | 19 |
| 8 | On-the-Day Opportunity Maintenance | 20 |
| 9 | Forced Outages/Consequential | 21 |
| 10 | Creating Provisional Outages | 24 |
| 11 | Loading Forced Outages via CSV | 26 |
| 12 | Dispatch | 28 |
| 13 | MT PASA | 32 |
| 14 | ST PASA | 33 |
| 15 | Appendix | 34 |
| 16 | CONTACT SYSTEM MANAGEMENT | 35 |
| 17 | Special Notes | 35 |
| Appendix 1- Outage Timeline Diagram | | 36 |

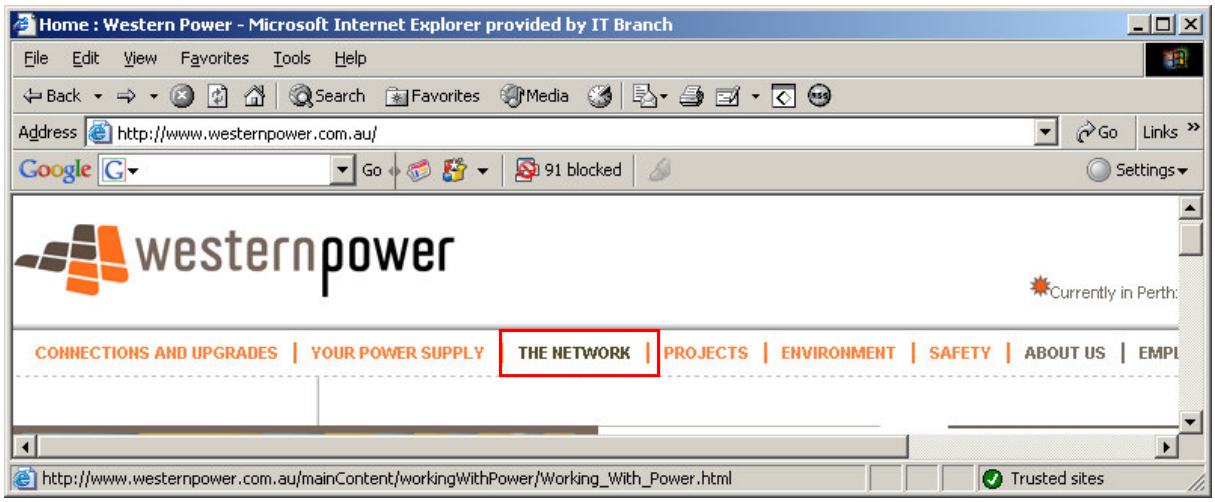
## Purpose

The purpose of this User Guide is to help Market Participants communicate with System Management.

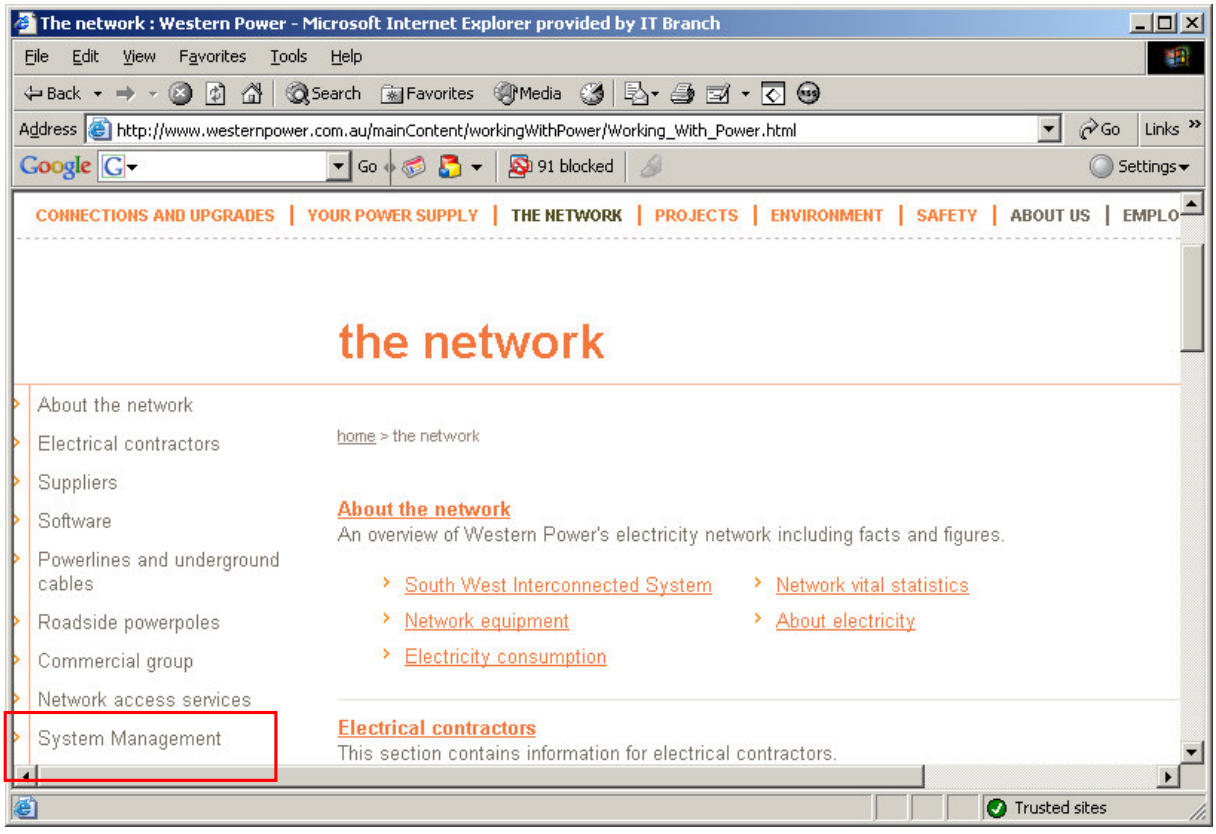
# 1. Logging on to the MPI

Please note that for security purposes, the system will log you out if there is no user to MPI interaction made for 60 minutes and so unsaved data entered will be lost. A keystroke is not classified as interaction; a link must be selected within the application for it to remain active.

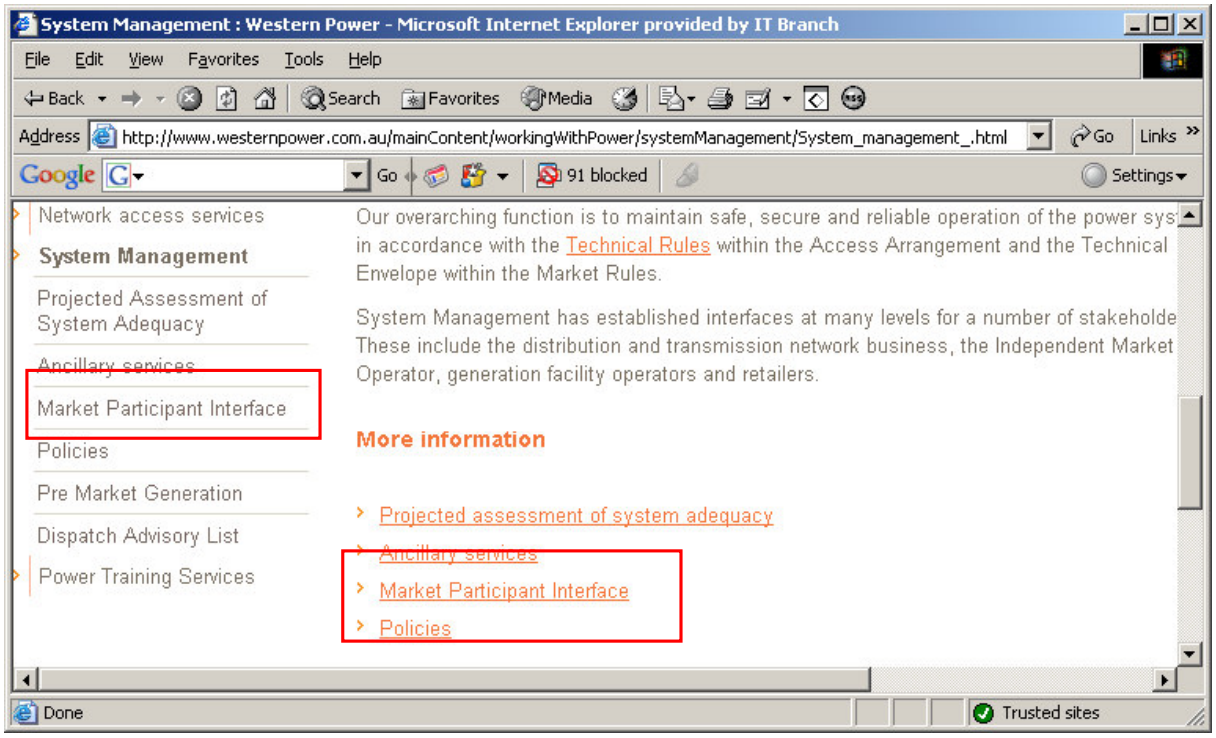
To Log on to the Western Power website, select 'The Network' heading as shown below.


Home : Western Power - Microsoft Internet Explorer provided by IT Branch
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://www.westernpower.com.au/
Go Links
Google Go 91 blocked Settings
westernpower
Currently in Perth:
CONNECTIONS AND UPGRADES | YOUR POWER SUPPLY | THE NETWORK | PROJECTS | ENVIRONMENT | SAFETY | ABOUT US | EMPL
http://www.westernpower.com.au/mainContent/workingWithPower/Working_With_Power.html
Trusted sites

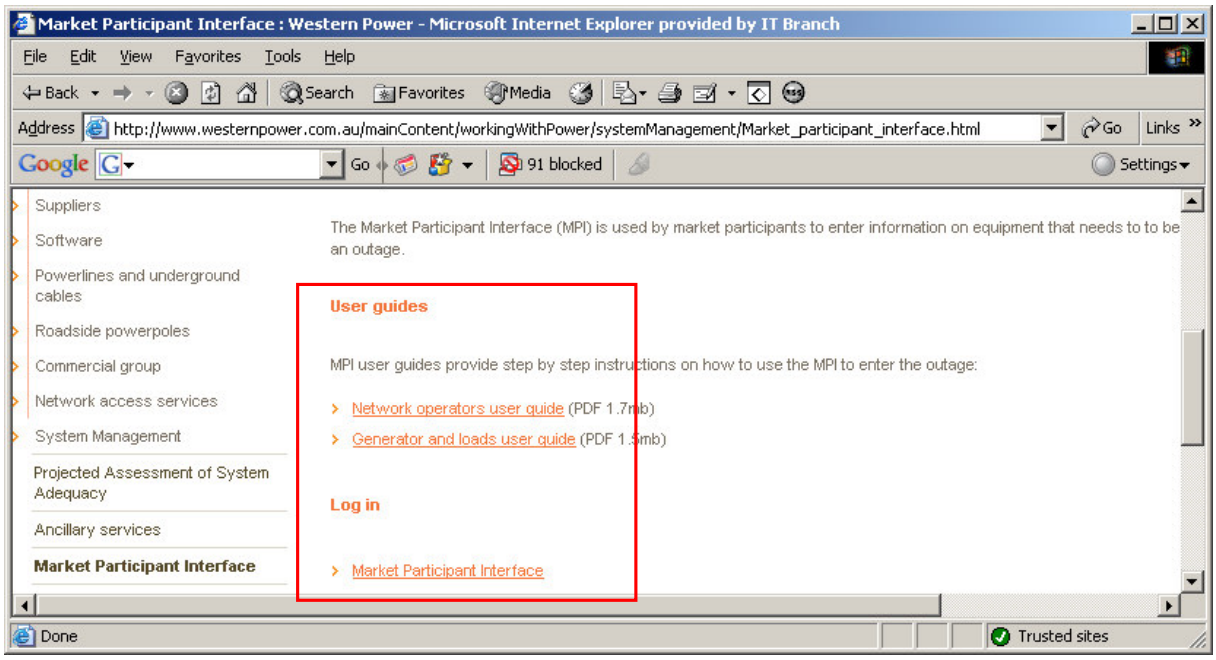
Either scroll down the page to the System Management section or select the System Management link on the left hand side as has been highlighted.


The network : Western Power - Microsoft Internet Explorer provided by IT Branch
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://www.westernpower.com.au/mainContent/workingWithPower/Working_With_Power.html
Go Links
Google Go 91 blocked Settings
CONNECTIONS AND UPGRADES | YOUR POWER SUPPLY | THE NETWORK | PROJECTS | ENVIRONMENT | SAFETY | ABOUT US | EMPLO
the network
About the network
Electrical contractors
Suppliers
Software
Powerlines and underground cables
Roadside powerpoles
Commercial group
Network access services
System Management
home > the network
About the network
An overview of Western Power's electricity network including facts and figures.
South West Interconnected System
Network vital statistics
Network equipment
About electricity
Electricity consumption
Electrical contractors
This section contains information for electrical contractors.
Trusted sites

Select *Market Participant Interface* from the left hand menu.

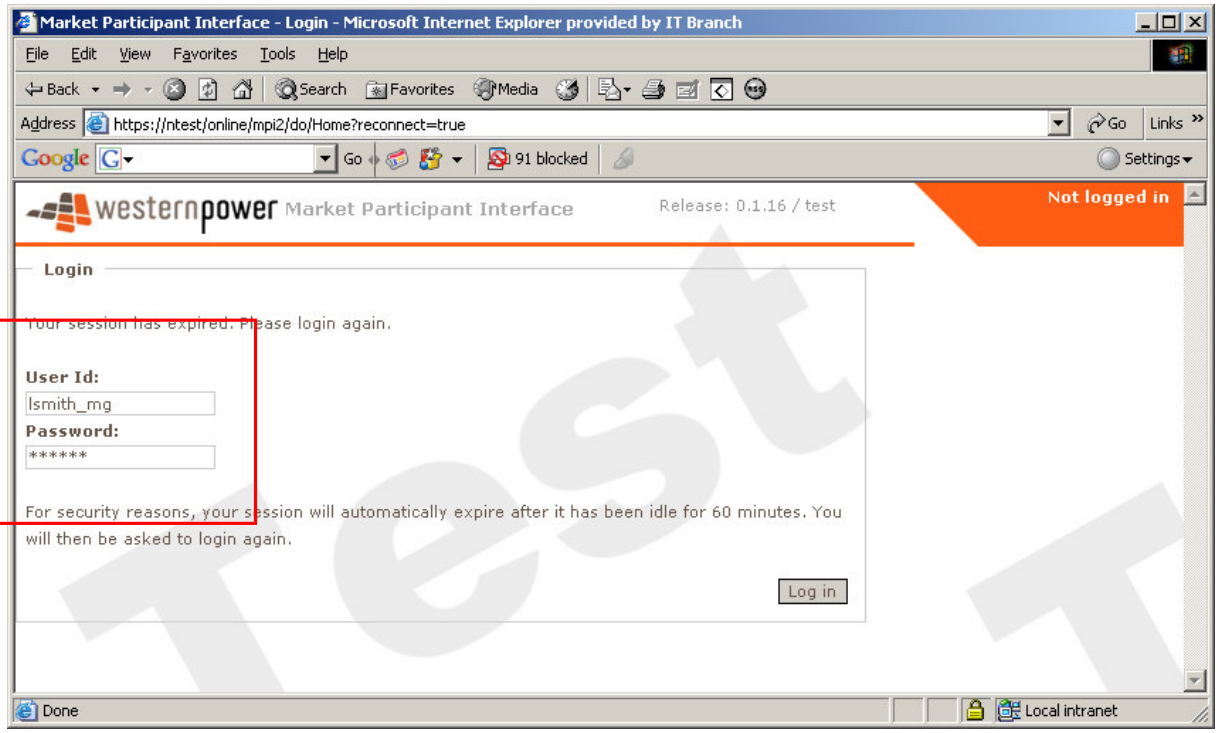

System Management : Western Power - Microsoft Internet Explorer provided by IT Branch
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://www.westernpower.com.au/mainContent/workingWithPower/systemManagement/System_management_.html
Go Links
Google Go 91 blocked Settings
Network access services
System Management
Projected Assessment of System Adequacy
Ancillary services
Market Participant Interface
Policies
Pre Market Generation
Dispatch Advisory List
Power Training Services
Our overarching function is to maintain safe, secure and reliable operation of the power sys
in accordance with the Technical Rules within the Access Arrangement and the Technical
Envelope within the Market Rules.
System Management has established interfaces at many levels for a number of stakeholde
These include the distribution and transmission network business, the Independent Market
Operator, generation facility operators and retailers.
More information
Projected assessment of system adequacy
Ancillary services
Market Participant Interface
Policies
Done
Trusted sites

This will take the user to the Market Participant Interface link and User Guides. The page is shown below.


Market Participant Interface : Western Power - Microsoft Internet Explorer provided by IT Branch
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://www.westernpower.com.au/mainContent/workingWithPower/systemManagement/Market_participant_interface.html
Go Links
Google Go 91 blocked Settings
Suppliers
Software
Powerlines and underground cables
Roadside powerpoles
Commercial group
Network access services
System Management
Projected Assessment of System Adequacy
Ancillary services
Market Participant Interface
The Market Participant Interface (MPI) is used by market participants to enter information on equipment that needs to to be an outage.
User guides
MPI user guides provide step by step instructions on how to use the MPI to enter the outage:
Network operators user guide (PDF 1.7mb)
Generator and loads user guide (PDF 1.5mb)
Log in
Market Participant Interface
Done
Trusted sites

Select the *Market Participant Interface* link. This will guide the user to the Western Power Portal.

Enter your *User Id* and *Password*.

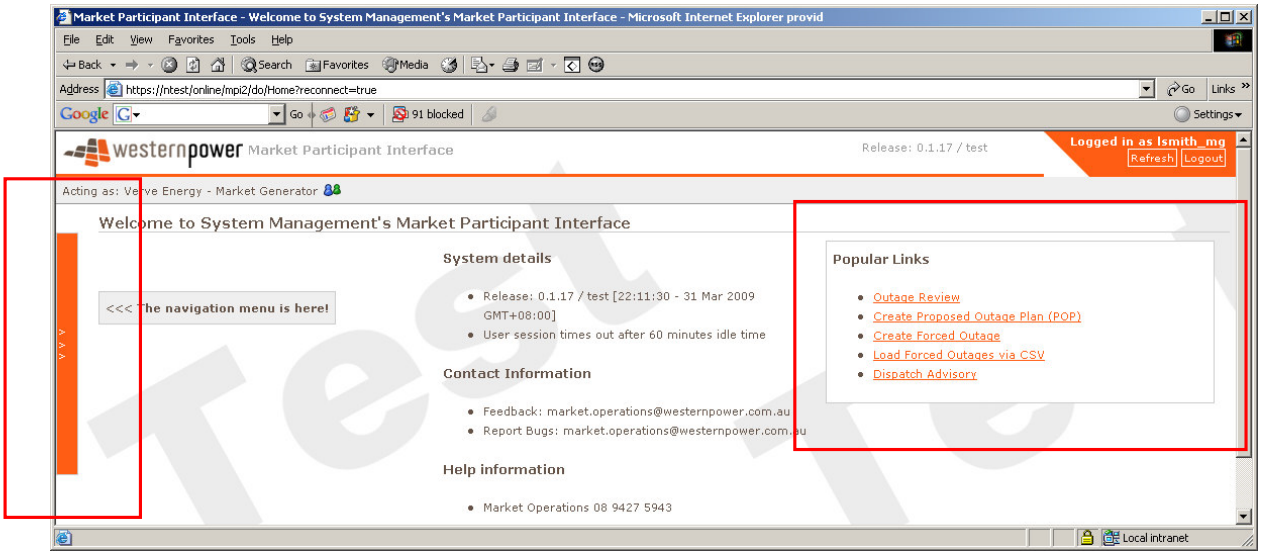

Market Participant Interface - Login - Microsoft Internet Explorer provided by IT Branch
File Edit View Favorites Tools Help
Address https://ntest/online/mpi2/do/Home?reconnect=true
westernpower Market Participant Interface
Release: 0.1.16 / test
Not logged in
Login
Your session has expired. Please login again.
User Id:
lsmith_mg
Password:
******
For security reasons, your session will automatically expire after it has been idle for 60 minutes. You will then be asked to login again.
Log in
Done
Local intranet

# 2. Main Menu

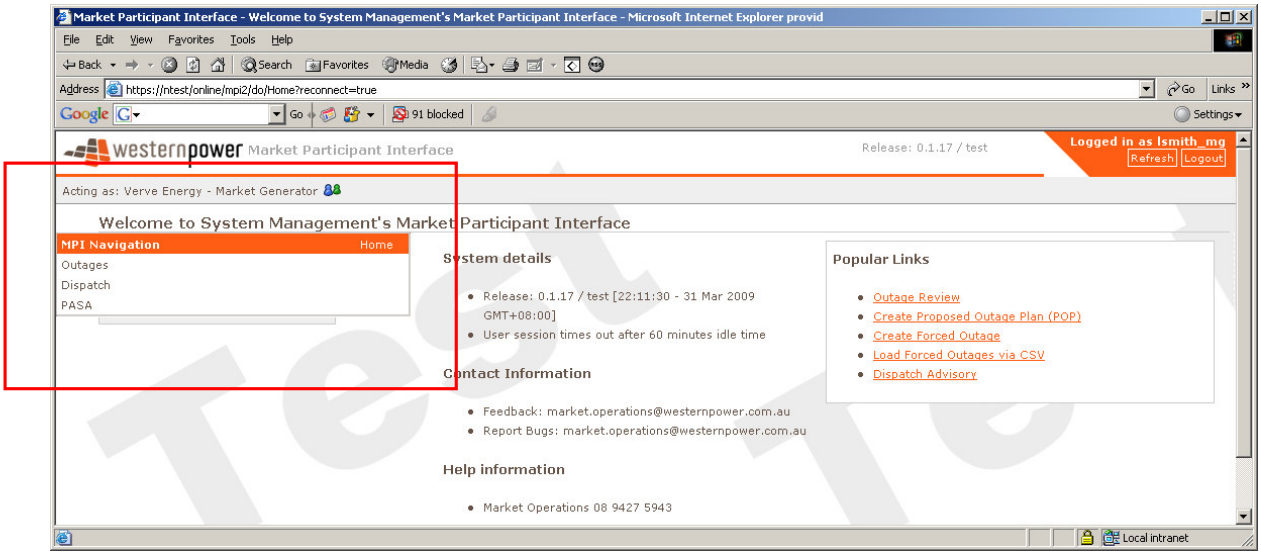
Once logged on, the following page will appear.

The new version of the MPI has some different features such as *Popular Links* for quick searching or entering of outages.

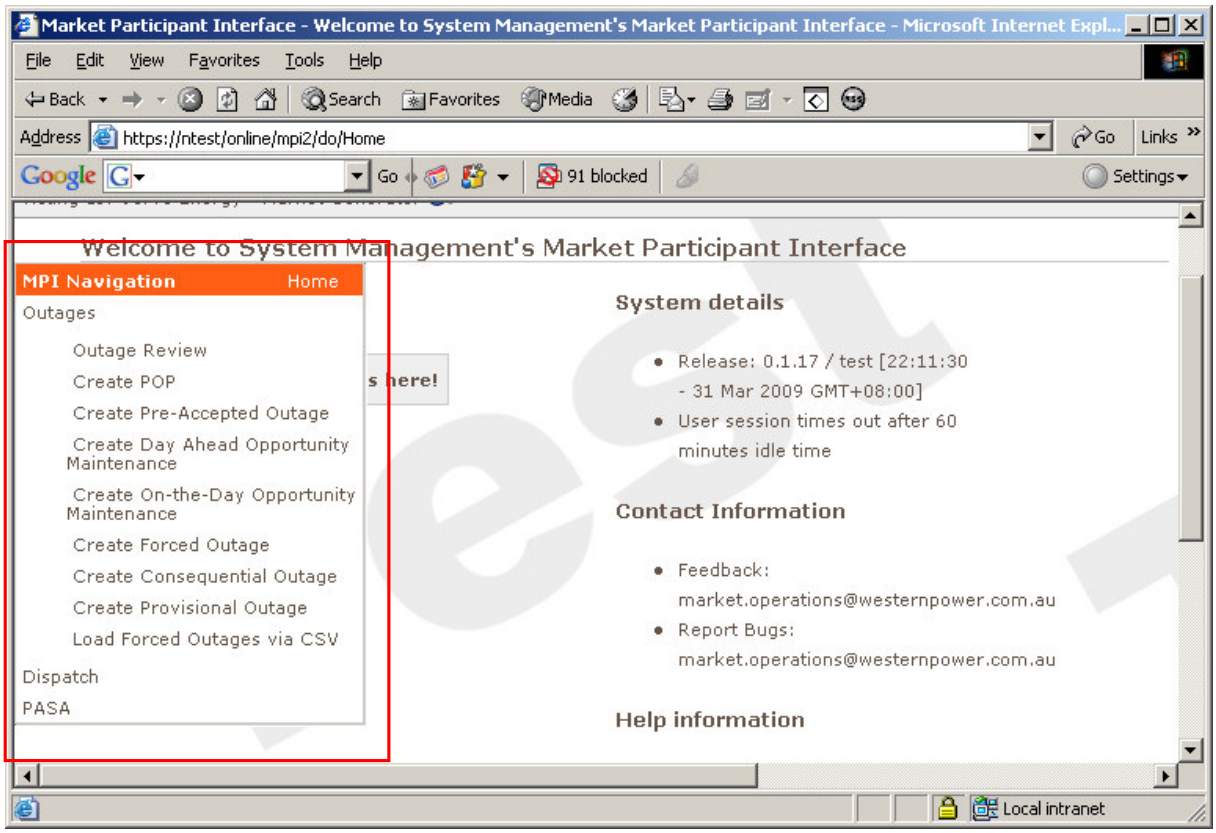
There is also a hidden navigation menu. To view this menu, move the mouse above the orange box and white arrow tips.


Market Participant Interface - Welcome to System Management's Market Participant Interface - Microsoft Internet Explorer provid
westernpower Market Participant Interface
Release: 0.1.17 / test
Logged in as lsmith_mg
Refresh
Logout
Acting as: Verve Energy - Market Generator
Welcome to System Management's Market Participant Interface
<<< The navigation menu is here!
System details
Release: 0.1.17 / test [22:11:30 - 31 Mar 2009 GMT+08:00]
User session times out after 60 minutes idle time
Contact Information
Feedback: market.operations@westernpower.com.au
Report Bugs: market.operations@westernpower.com.au
Help information
Market Operations 08 9427 5943
Popular Links
Outage Review
Create Proposed Outage Plan (POP)
Create Forced Outage
Load Forced Outages via CSV
Dispatch Advisory
Local intranet

Moving the mouse over the orange box will allow a menu to appear.


Market Participant Interface - Welcome to System Management's Market Participant Interface - Microsoft Internet Explorer provid
File Edit View Favorites Tools Help
Address https://ntest/online/mpi2/do/Home?reconnect=true
westernpower Market Participant Interface
Release: 0.1.17 / test
Logged in as lsmith_mg
Refresh Logout
Acting as: Verve Energy - Market Generator
Welcome to System Management's Market Participant Interface
MPI Navigation Home
Outages
Dispatch
PASA
System details
Release: 0.1.17 / test [22:11:30 - 31 Mar 2009 GMT+08:00]
User session times out after 60 minutes idle time
Contact Information
Feedback: market.operations@westernpower.com.au
Report Bugs: market.operations@westernpower.com.au
Help information
Market Operations 08 9427 5943
Popular Links
Outage Review
Create Proposed Outage Plan (POP)
Create Forced Outage
Load Forced Outages via CSV
Dispatch Advisory
Local intranet

Select one of the options to expand the selection i.e. click on *Outages* to expand the selection as shown below.



# 3. Outage Review

**Points to note when in the Outage Review screen.**

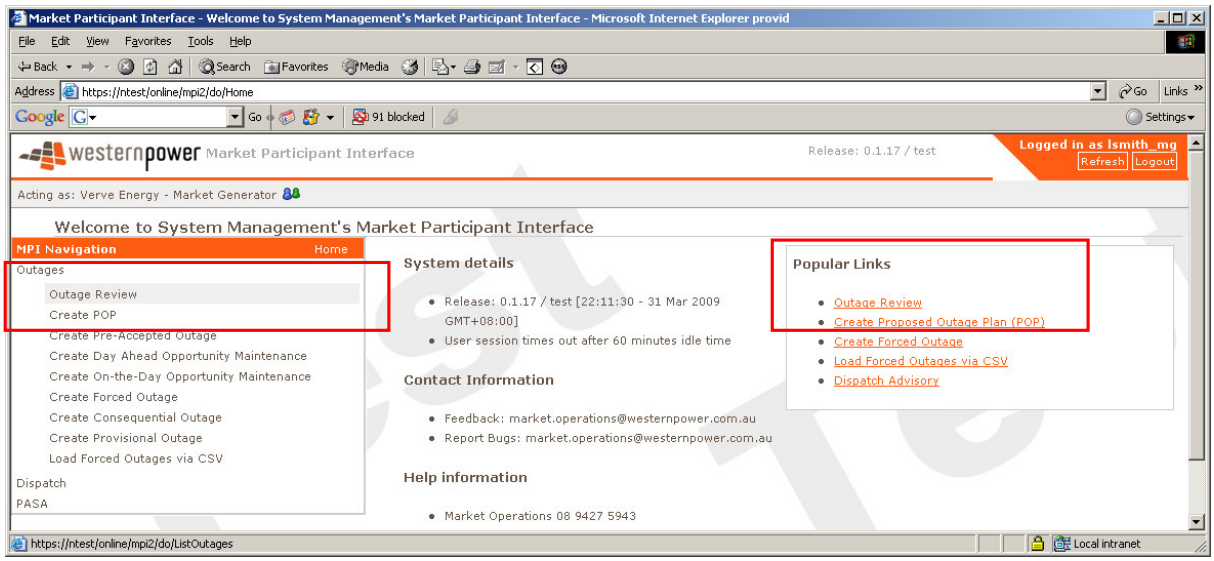
- **All market participants can view all other market participant outages, but only when the outages are in their *Approved* or *Approved with Conditions* stage.**

- **When an item in a category is selected, to unselect it, hold *Ctrl* and click on the previously selected resources.**

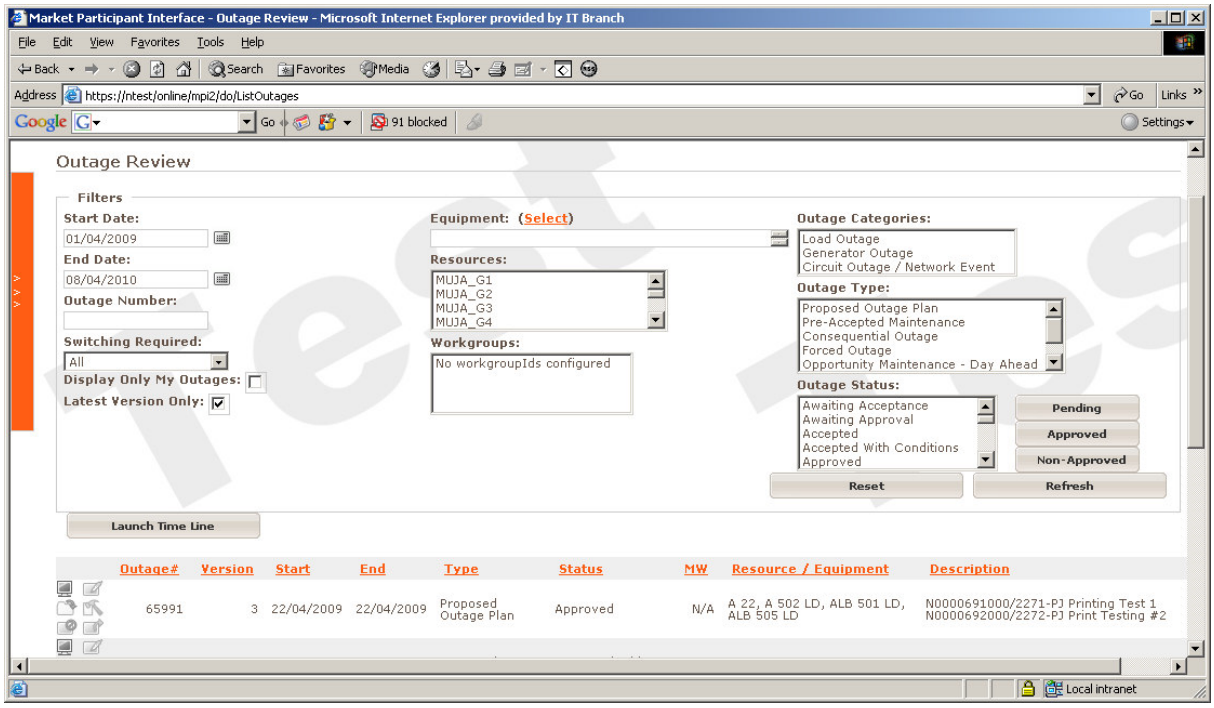
- **Searching based upon a nominated *Outage Number* or *Equipment Description* will cause other search criteria to be ignored, and *Wildcard* searching is supported in description fields using either * (asterisk) or % (percent) characters to represent multiple missing characters.**

  **E.G.**
  **Searching for a description of *clearing* will cause search results to include all records where "clearing" appears anywhere in the description field, whereas searching for a description of *clearing (note no trailing asterisk) will cause search results to include records where the description field starts with "clearing".**

To view outages, select *Outage Review* from either the hidden menu or the *Popular Links*.



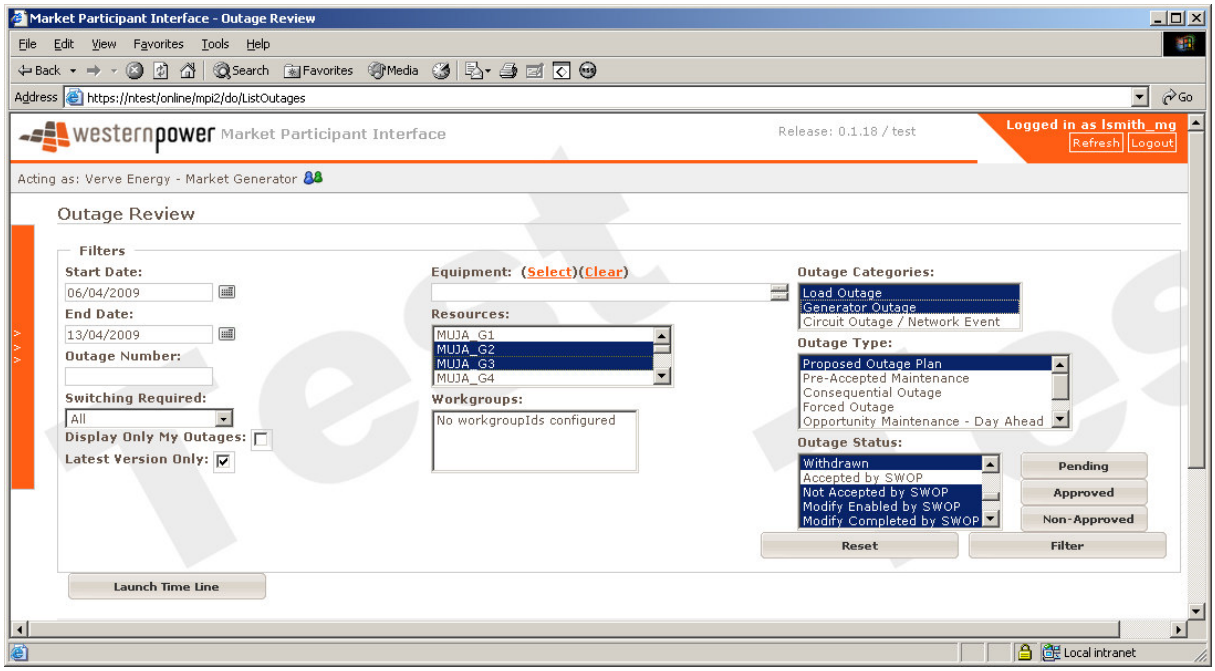

The following page will appear.




Fill out the search criteria to suit desired outages to view.

As shown below, more than one criterion can be selected within each field.

**As mentioned earlier, to unselect a selection, hold *Ctrl* and click on the selection with the mouse.**



# 4. Types of Planned Outage Requests

To request a Planned Outage, there are 4 types of outage request that are entered via the MPI. The type of request to select is based on the how far in advance of the outage the request is made.

1. **POP (Proposed Outage Plan) –** 3 years to 1 week in advance of the outage

2. **Pre-accepted outage –** The Generation SOPE is to be contacted before the outage is entered. Entered 1 week to 2 days in advance of the outage

3. **Day-Ahead-Opportunity Maintenance –** The Market Participant can enter a DAOM between 6-8am the day before the outage. The Market Participant needs to recognise that the outage may not be sent to IMO if this outage is utilised.

4. **On the Day Opportunity Maintenance –** The senior controller is to be contacted by phone at least 1hr before the outage. The outage is then to be put in to the MPI. This can also be done ahead of time.

# 5. Creating a POP (Proposed Outage Plan)

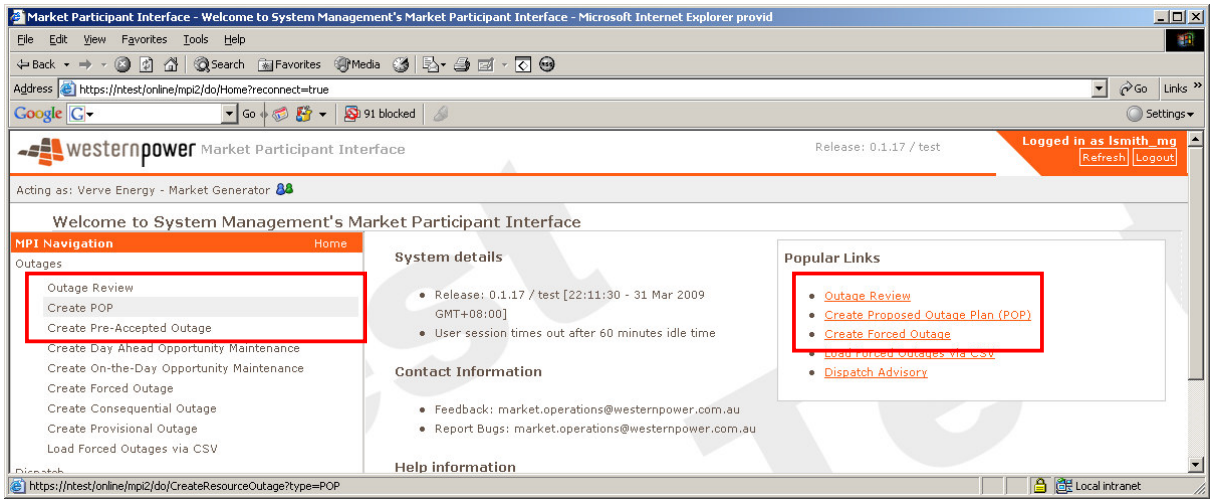
The POP form of outage is a **2 step** process.

1. *Outage Scheduling*, advising of an intended outage, up to 3 years in advance, preferably no less than 1 year in advance (refer market rule 3.18).

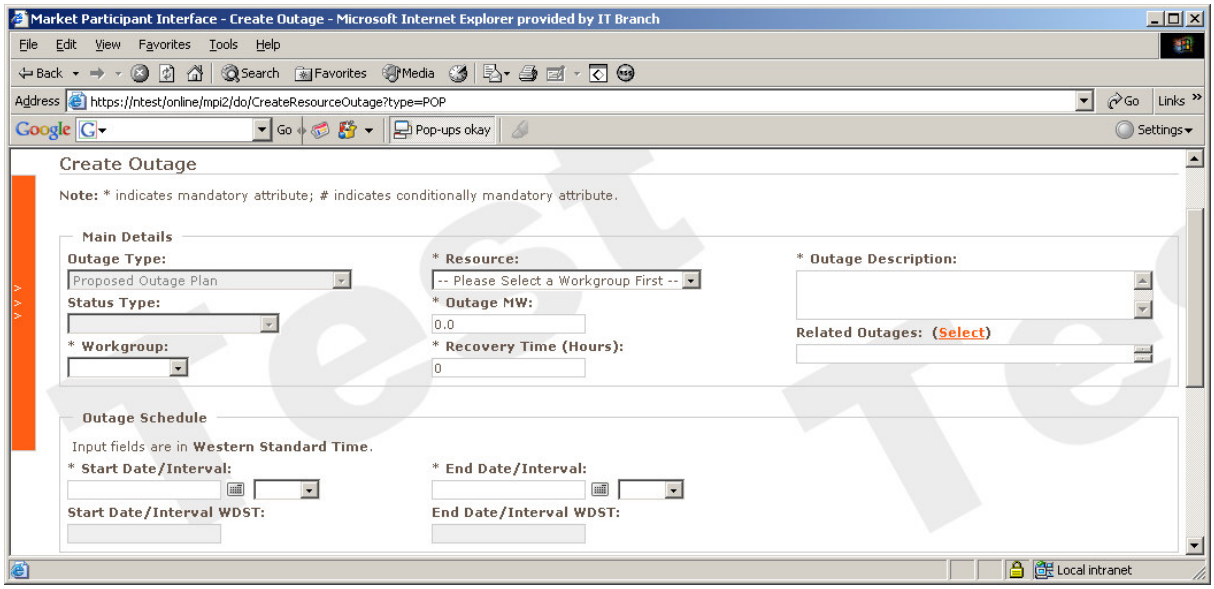
2. *Outage Approval*, obtaining approval to go ahead (refer market rule 3.19). Outage approval is required to be requested at least 2 days ahead of the trade day in which the outage is to occur.

## 5(a). STEP 1 - Outage Scheduling

An outage can be created by selecting either *Create POP* from the left hand side hidden menu or *Create Proposed Outage Plan (POP)* from the *Popular Links* list.




The following page will display.




Complete the details (refer Market rule 3.18.6) using the drop down boxes where applicable.

This information is also in the Appendix.

Below is a description of each field:

- **Outage Type:** Type of outage the user would like to submit. No matter the type of outage, the information submitted is the same
- **Status Type:** The Status Type appears once the outage has been created
- **Workgroup:** Select from a dropdown list. It is the authority group link to this Outage (Mandatory)
- **Resource:** Selected from a drop down list. This is the resource that will be used in the Outage (Mandatory)
- **Outage MW:** This is the value in MW that will be removed from the Market. It is **not** the remaining capacity of the unit (Mandatory)
- **Recovery Time:** This is the time it will take to bring the resource back from Outage. The time unit of measure is Hours (Mandatory)
- **Start Date:** Select from the calendar. Indicates the start date for the Outage (Mandatory)
- **End Date:** Select from the calendar. Indicates the end date for the Outage (Mandatory)
- **Start time interval:** Use drop down box. Indicates the start time Interval of the Outage (Mandatory)

- **End time interval:** Use drop down box. Indicates the end time Interval of the Outage. In all other screens this field is (Mandatory)

Note Start and End times are based on intervals. That is interval 08:00 is anytime between 08:00:00 and 08:29:59. If the outage is to finish at 16:20, then interval 16:00 is selected. Outages to the IMO are reported only in whole intervals.

- **Outage Description:** A descriptive text of the Outage being requested (Mandatory). Maximum characters allowed in this field are 100

- **Related Outages:** 'Select' any outages that may correspond to and impact the outage. This may be a transmission line entering the power station or a transformer

- **Risk of outage extending beyond requested end time:** Textual description indicating the risk assessment of the Outage extending past the requested End Date and End Time (Mandatory). Maximum characters allowed in this field are 250

- **Contingency Plan:** Textual description indicating the approach if the unit is requested by System Management to return from Outage sooner than scheduled (Mandatory). Maximum characters allowed in this field are 250

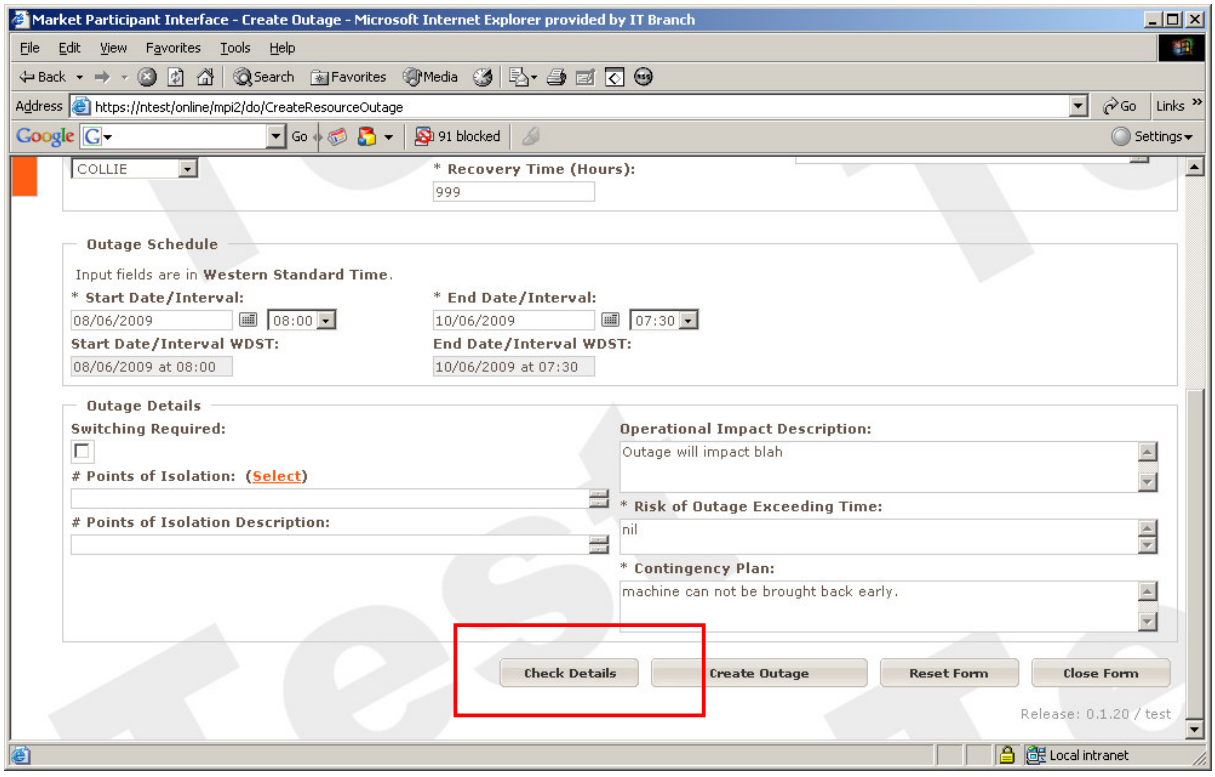
- **Operational Information:** Textual description indicating the impact on the operation (Mandatory). Maximum characters allowed in this field are 720

- **Switching required:** This is to determine whether a Switching Operator will be required to isolate the outage equipment

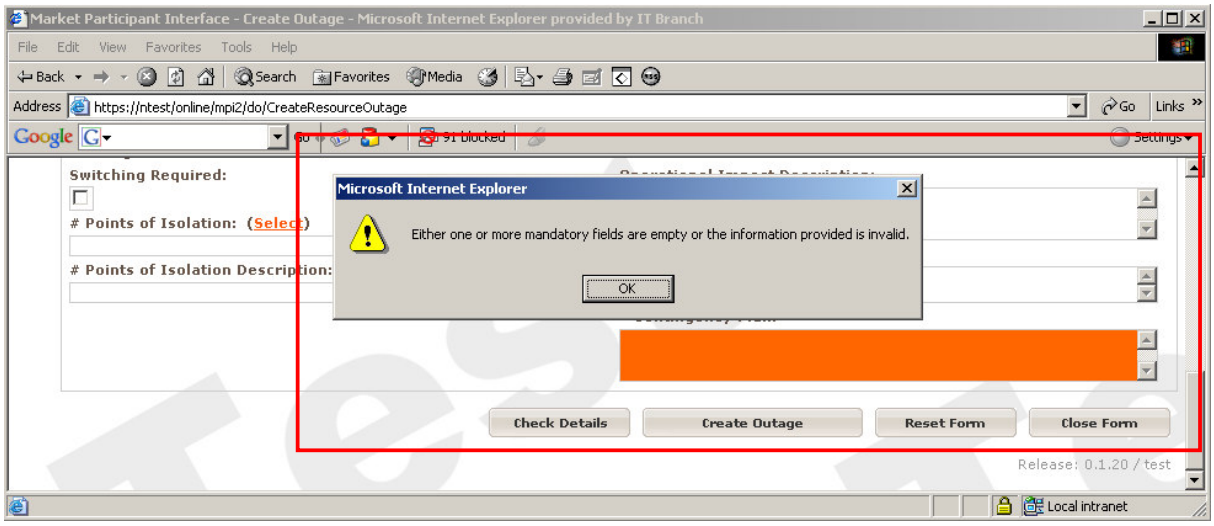
- **Points of Isolation:** Required if a Switching Operator is required to do switching. Click on the 'Select' link for options

- **Points of Isolation Description:** A textual description of the Points of Isolation if specific Points of Isolation aren't known to user

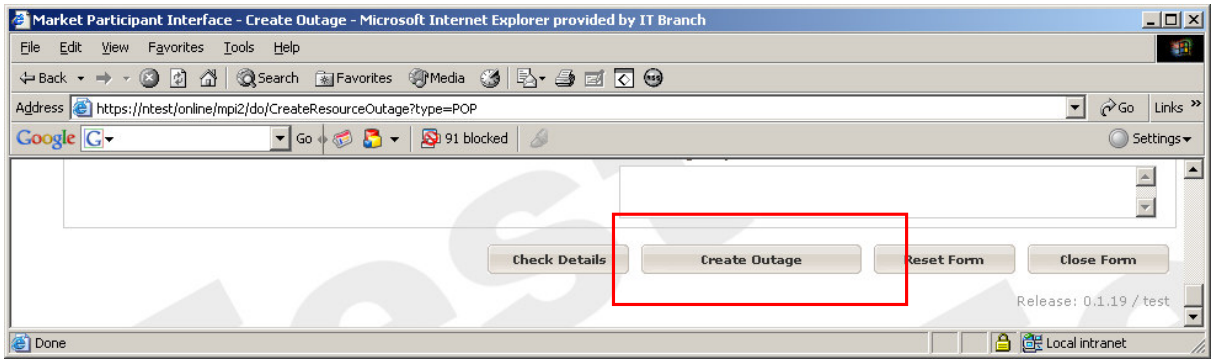
Select the *Check Details* button once details are completed. This will bring up any errors before submission.




Any errors will be trapped in orange. A description may appear at the top of the page depending on

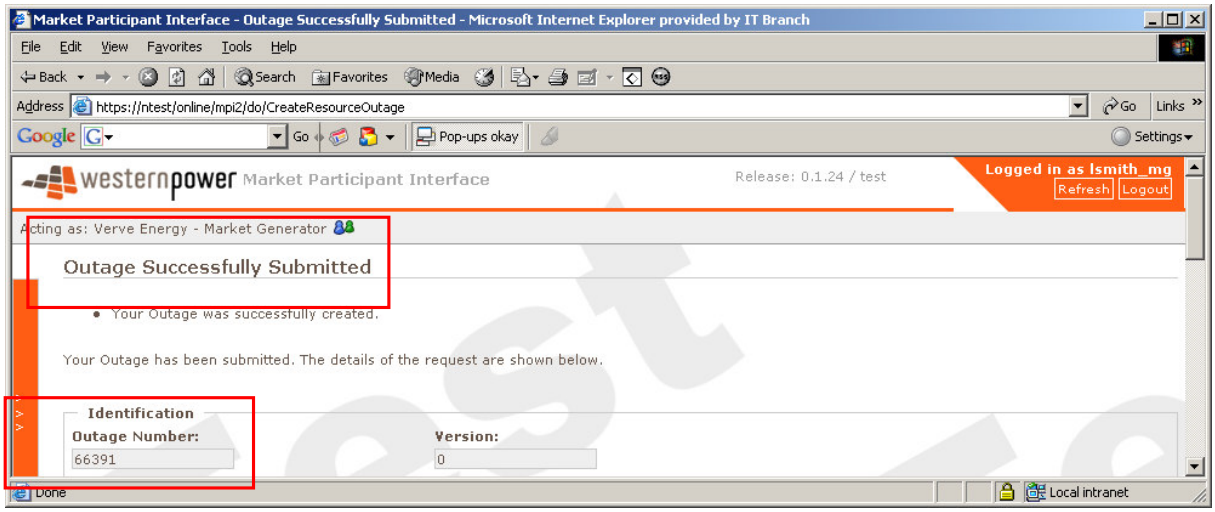

Market Participant Interface - Create Outage - Microsoft Internet Explorer provided by IT Branch
Address https://ntest/online/mpi2/do/CreateResourceOutage
Switching Required:
# Points of Isolation: (Select)
# Points of Isolation Description:
Microsoft Internet Explorer
Either one or more mandatory fields are empty or the information provided is invalid.
OK
Check Details
Create Outage
Reset Form
Close Form
Release: 0.1.20 / test
Local intranet

Once all errors have been corrected, select the *Create Outage* button to submit the outage.




The *Outage Successfully Submitted* screen should appear

Once submitted, an outage number will appear at the top of the page.


Market Participant Interface - Outage Successfully Submitted - Microsoft Internet Explorer provided by IT Branch
File Edit View Favorites Tools Help
Back Search Favorites Media
Address https://ntest/online/mpi2/do/CreateResourceOutage
Go Links
Google Go Pop-ups okay Settings
westernpower Market Participant Interface
Release: 0.1.24 / test
Logged in as lsmith_mg
Refresh Logout
Acting as: Verve Energy - Market Generator
Outage Successfully Submitted
Your Outage was successfully created.
Your Outage has been submitted. The details of the request are shown below.
Identification
Outage Number:
66391
Version:
0
Done
Local intranet

Please quote this number when calling System Management about any outage information.

The end time is the interval during which the outage ends. Should the facility be dispatched at this point, it must be able to synchronise onto the system within the times indicated in the *Standing Data*.

System Management will evaluate the outage and advise the Market participant by email whether the proposal is acceptable or unacceptable (rejected) (refer Market rule 3.18.13)

Once the outage has been submitted, an email will be sent to the users' inbox confirming any details of the outage along with its current status.

```
**********************************************************************
***** NOTE: This email was generated in the ' test' environment ****
**********************************************************************


Your new outage definition has been submitted to System Management:

        Business Associate: [40542] WPGENER / Verve Energy
                Entered By: lsmith_mg
                 Lodged By: lsmith_mg @ 17/04/2009 14:53:46 WST
                 Workgroup:
                  Outage #: 66395
                 Version #: 0
               Outage Type: [POP] Proposed Outage Plan
             Outage Status: [0001] Awaiting Acceptance
               Description: test
                    Starts: 07/04/2010 01:00:00 WST
                            07/04/2010 01:00:00 WDST
                       End: 07/04/2010 02:00:00 WST
                            07/04/2010 02:00:00 WDST
    Operational Information: test
                   Resource:
                 Outage MW:


For any queries, please contact Market Operations:

    Email: market.operations@westernpower.com.au
    Phone: +61 8 9427 5943
```

If the outage has been *Accepted* and the user wishes it to be cancelled, the outage may be cancelled from the outage review screen by selecting the red cancel icon under the action column .

**5(b) STEP 2 Outage Approval**

After an outage has been *Accepted* and it is still the intention of the Market Participant to go ahead with the outage, the Market Participant is then required to seek *Approval*.

Outage Approval must be requested before 10 am, 2 days before the outage is to commence. For example, for any outage starting between Wednesday 8 am and Thursday 8 am, the request for approval must be made before 10 am on Monday.

The following table lists the latest time that approval must be sought.

| Outage Starting | |
|---|---|
| 8.00 am Monday – 8.00 am Tuesday | 10.00 am Saturday |
| 8.00 am Tuesday – 8.00 am Wednesday | 10.00 am Sunday |
| 8.00 am Wednesday – 8.00 am Thursday | 10.00 am Monday |

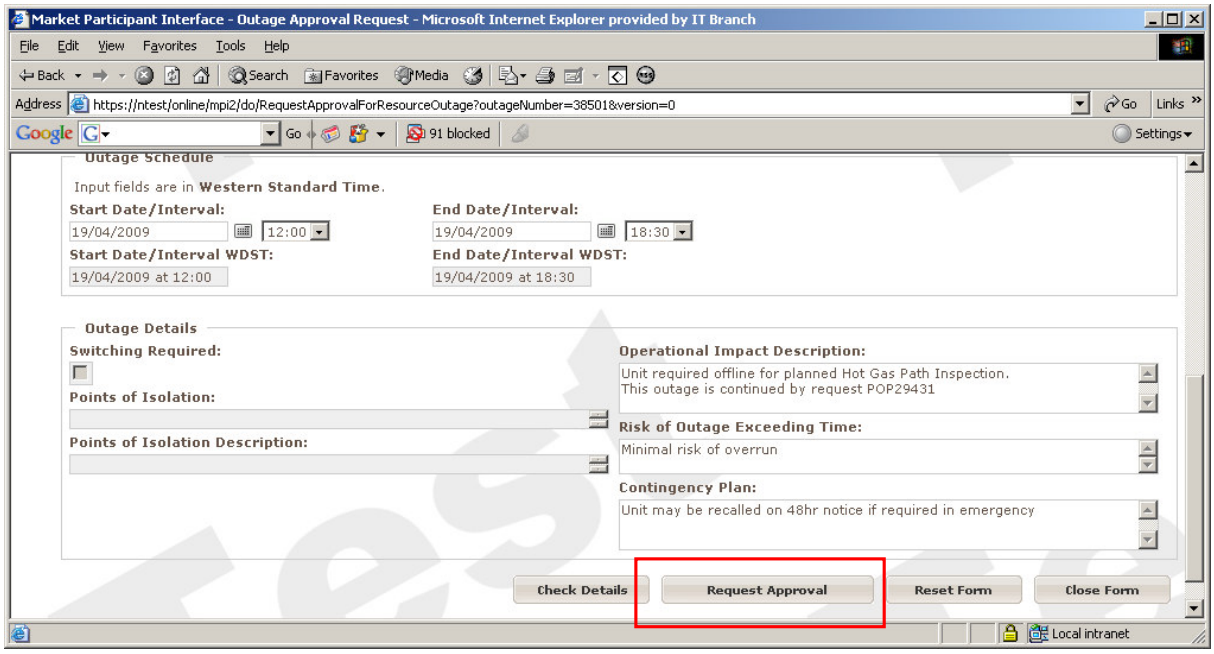
| | |
|---|---|
| 8.00 am Thursday – 8.00 am Friday | 10.00 am Tuesday |
| 8.00 am Friday – 8.00 am Saturday | 10.00 am Wednesday |
| 8.00 am Saturday – 8.00 am Sunday | 10.00 am Thursday |
| 8.00 am Sunday – 8.00 am Monday | 10.00 am Friday |

Note that these times are Western Standard Time.

Once the relevant outage has been found, click the *Approval* icon to the left hand side of the outage number. The icon has an orange arrow protruding from the box .

The icon will take the user to the *Outage Approval Request* page.

If the details of the outage are still correct, scroll to the bottom of the page and select the *Request Approval* button. This is shown below.




A message saying *Outage Successfully Submitted* will appear at the top of the page.

Once approval has been selected, select the *Close Form* button at the bottom right hand corner.

# 6. Pre-Accepted Outage

This is similar to the second step of the Proposed Outage Plan and can only be entered up to 1 week in advance of the outage.

**Note: The Generation SOPE is required to be contacted before the outage is entered for verbal confirmation.**

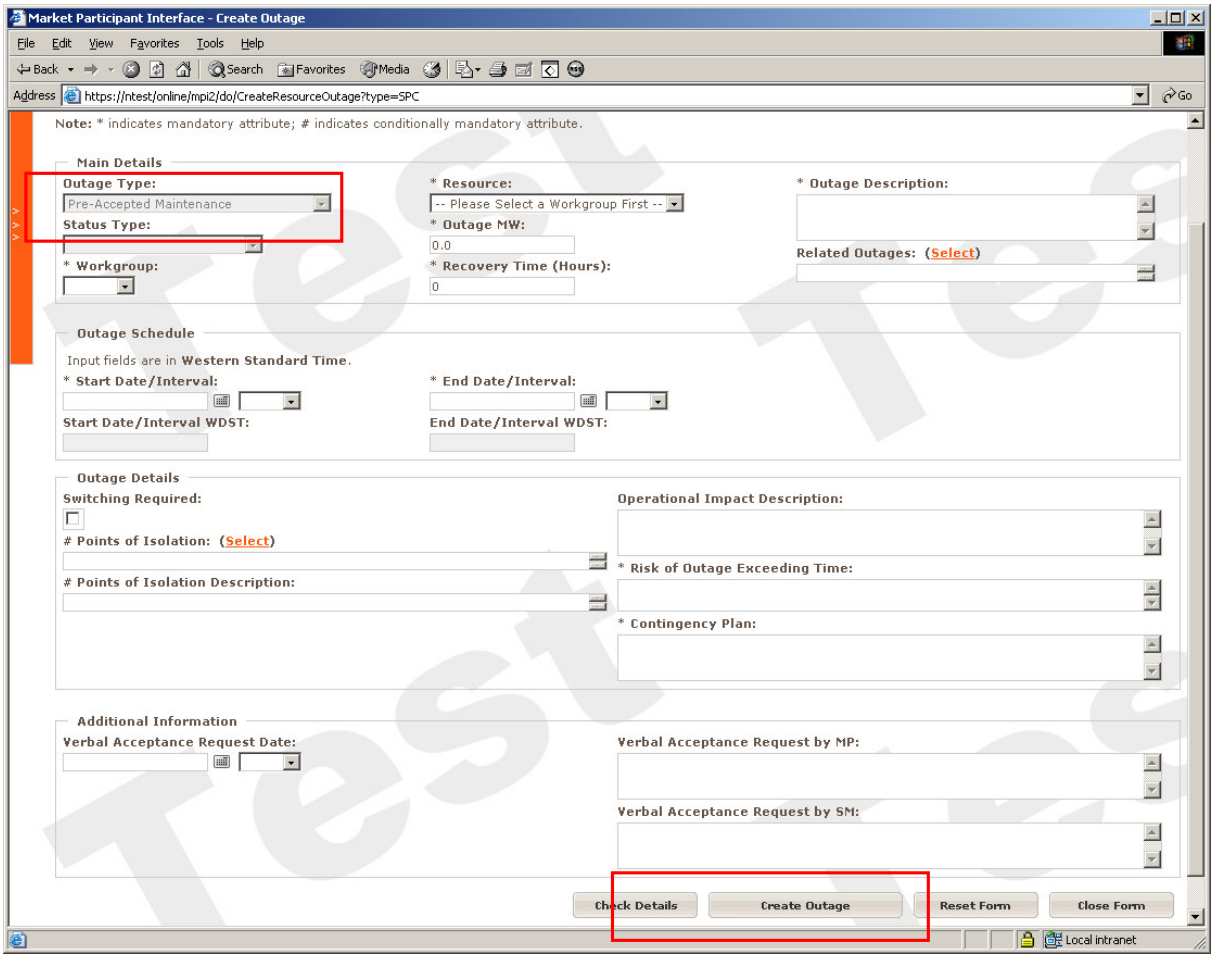
Outage Approval must be requested before 10 am, 2 days before the outage is to commence. For example, for any outage starting between Wednesday 8 am and Thursday 8 am, the request for approval must be made before 10 am on Monday.

The following table lists the latest time that approval must be sought.

| Outage Starting | |
|---|---|
| 8.00 am Monday – 8.00 am Tuesday | 10.00 am Saturday |
| 8.00 am Tuesday – 8.00 am Wednesday | 10.00 am Sunday |
| 8.00 am Wednesday – 8.00 am Thursday | 10.00 am Monday |
| 8.00 am Thursday – 8.00 am Friday | 10.00 am Tuesday |
| 8.00 am Friday – 8.00 am Saturday | 10.00 am Wednesday |
| 8.00 am Saturday – 8.00 am Sunday | 10.00 am Thursday |
| 8.00 am Sunday – 8.00 am Monday | 10.00 am Friday |

Note that these times are Western Standard Time.

Select Pre-Accepted outage from the left hand menu and the following screen should appear.




The majority of the information for this outage is the same bar for the *Additional Information*.

The *Additional Information* fields in the *Pre-Acceptance Maintenance* outage refers to the conversation the outage requestor had with the Generation SOPE previous to entering the outage.

Enter the details and click *Check Details*, then *Create Outage* button.

The *Outage Successfully Submitted* screen should appear.

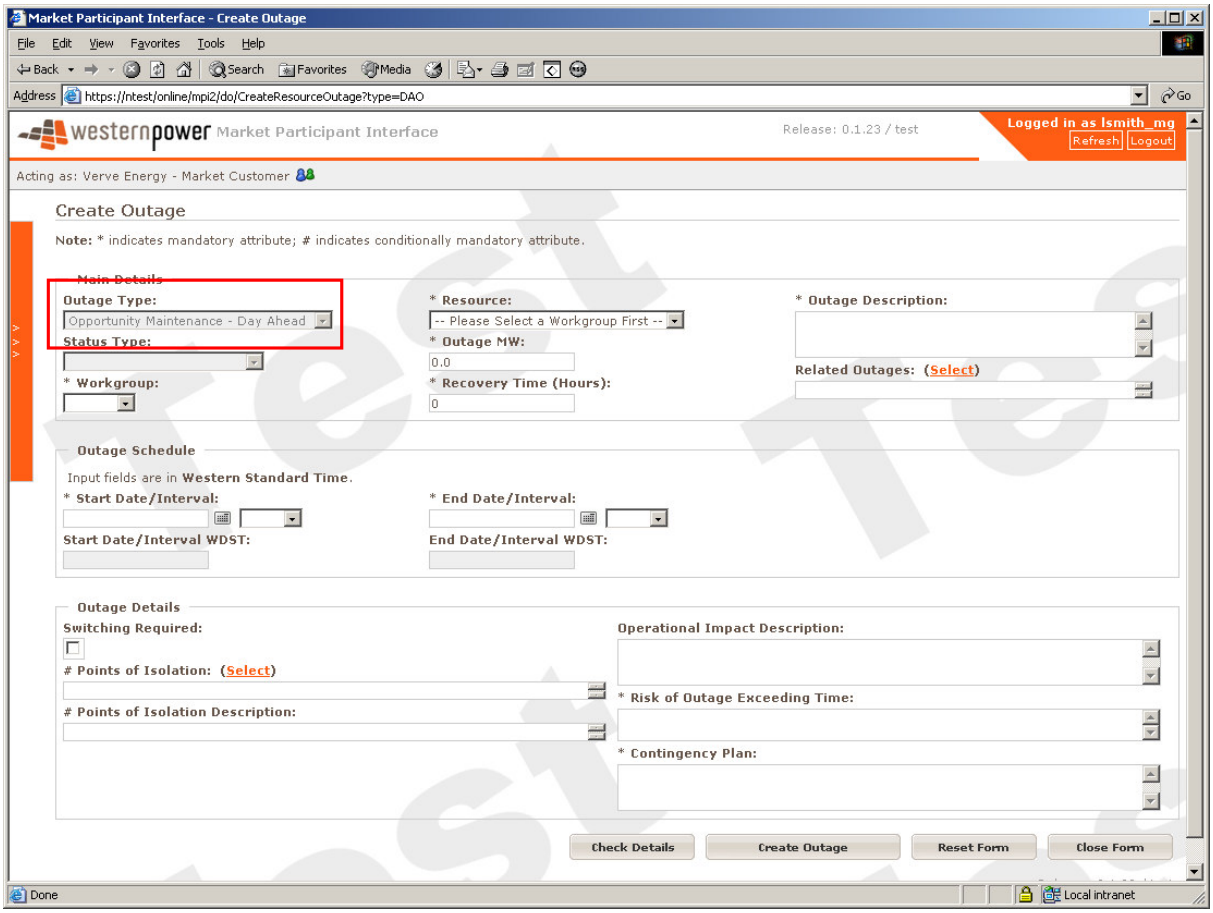
Once the outage has been submitted, an email will be sent to the user's inbox confirming any details of the outage along with its current status.

```
Your new outage definition has been submitted to System Management:

         Business Associate: [40542] WPGENER / Verve Energy
                Entered By: lsmith_mg
                 Lodged By: lsmith_mg @ 17/04/2009 14:46:30 WST
                 Workgroup:
                  Outage #: 56394
                 Version #: 0
               Outage Type: [SPC] Pre-Accepted Maintenance
             Outage Status: [0002] Awaiting Approval
               Description: test
                    Starts: 20/04/2009 08:00:00 WST
                            20/04/2009 08:00:00 WDST
                       End: 20/04/2009 10:00:00 WST
                            20/04/2009 10:00:00 WDST
    Operational Information: test
                   Resource:
                 Outage NW:


For any queries, please contact Market Operations:

    Email: market.operations@westernpower.com.au
    Phone: +61 8 9427 5943
```

# 7. Day-Ahead Opportunity Maintenance

A *Day-Ahead Opportunistic Maintenance* (refer Market Rule 3.19.2(a)) request is strictly for maintenance outages only and can be requested the day before between 6am and 10am. The outage must be 24 hours or less and within the same *Trading Day* (ie from 8 am to 8 am the following day) and can not be scheduled on two consecutive trading days.

Select *Day Ahead Opportunity Maintenance* from the left hand menu and the following screen should appear.




The information required for this form of outage is the same as the *Proposed Outage Plan*.

Enter the details and click *Check Details*, then the *Create Outage* button.

The *Outage Successfully Submitted* screen should appear if there are no errors.

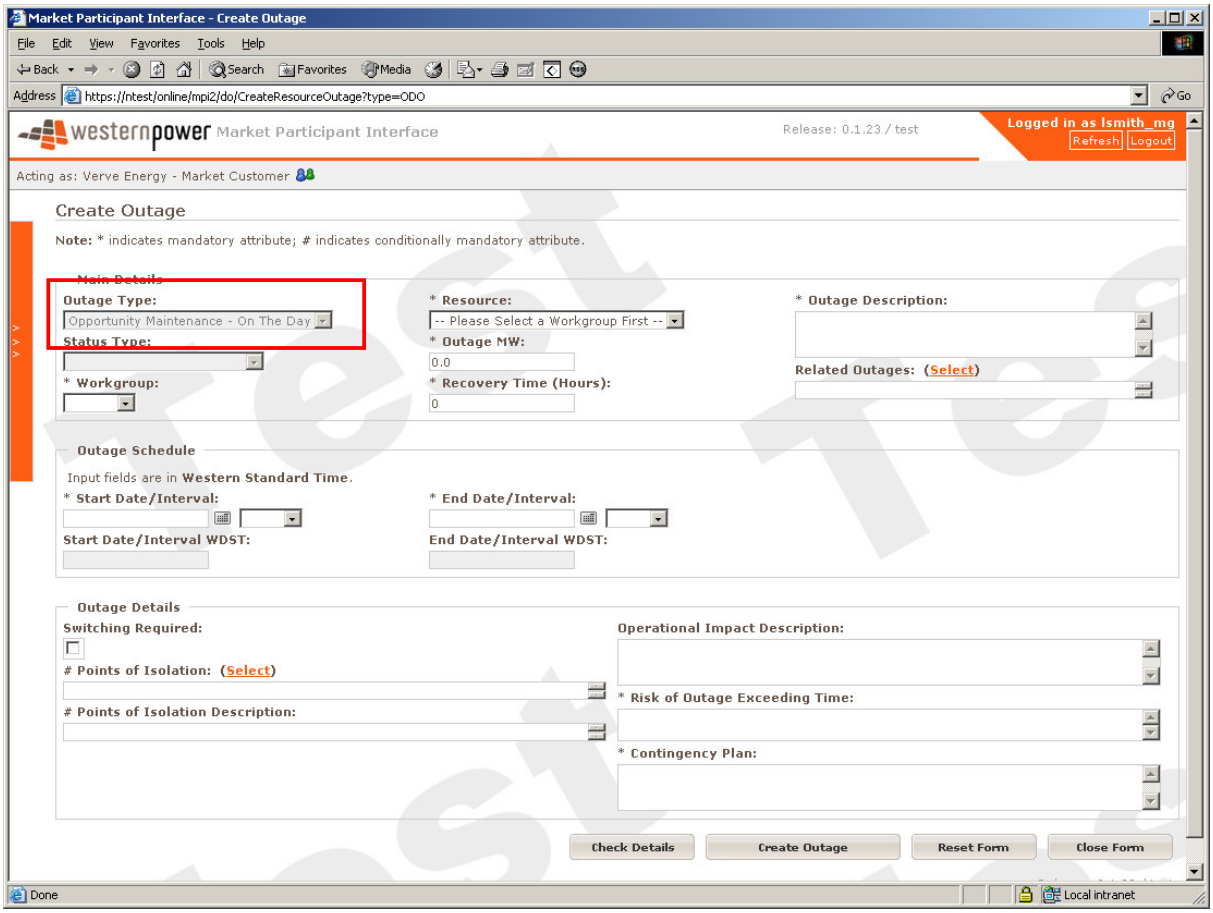
# 8. On-the-Day Opportunity Maintenance

*On-the-Day Opportunity Maintenance* (refer Market Rule 3.19.2(a)) can be requested by contacting SOCC (System Operations Control Centre) at least 1hr before the start of the outage, and then entering the request in to the MPI retrospectively.

**Note that the user has 15 days to enter the outage in to the MPI after the event.**

The maintenance must be 24 hours or less in duration and within the same *Trading Day* (ie from 8 am to 8 am the following day). It cannot be scheduled on two consecutive trading days.

Select *On-the-Day Opportunity Maintenance* from the left hand menu.




The information required for this form of outage is the same as the *Proposed Outage Plan*.

Enter the details and click *Check Details*, then the *Create Outage* button.

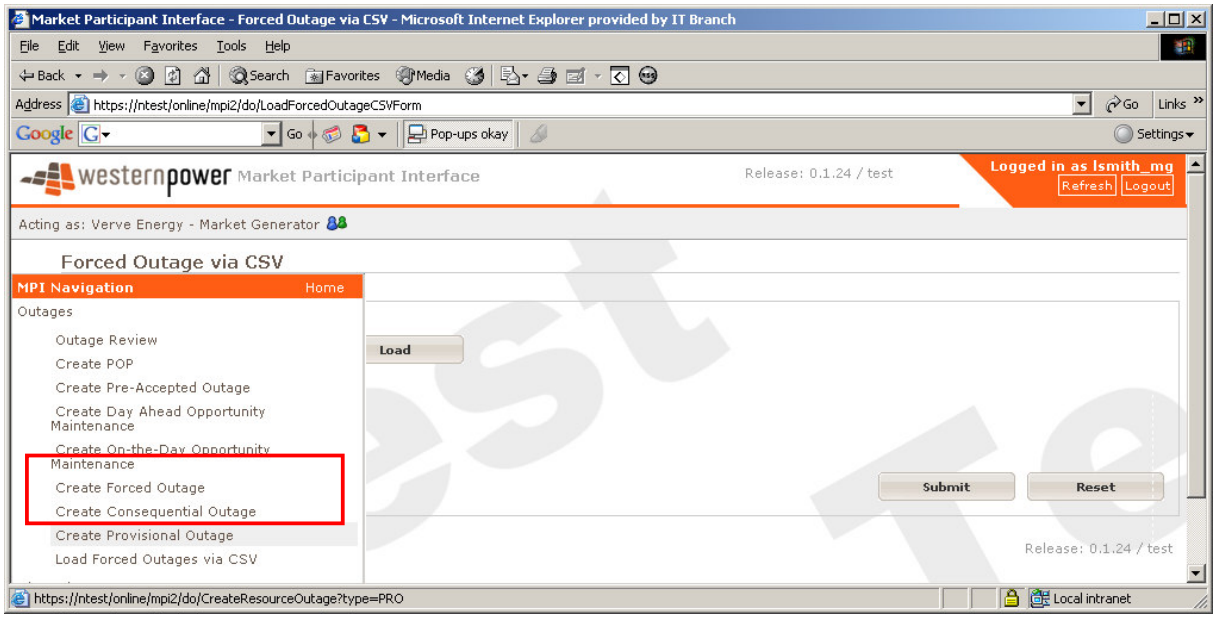
The *Outage Successfully Submitted* screen should appear if there are no errors.

# 9. Forced/Consequential Outages

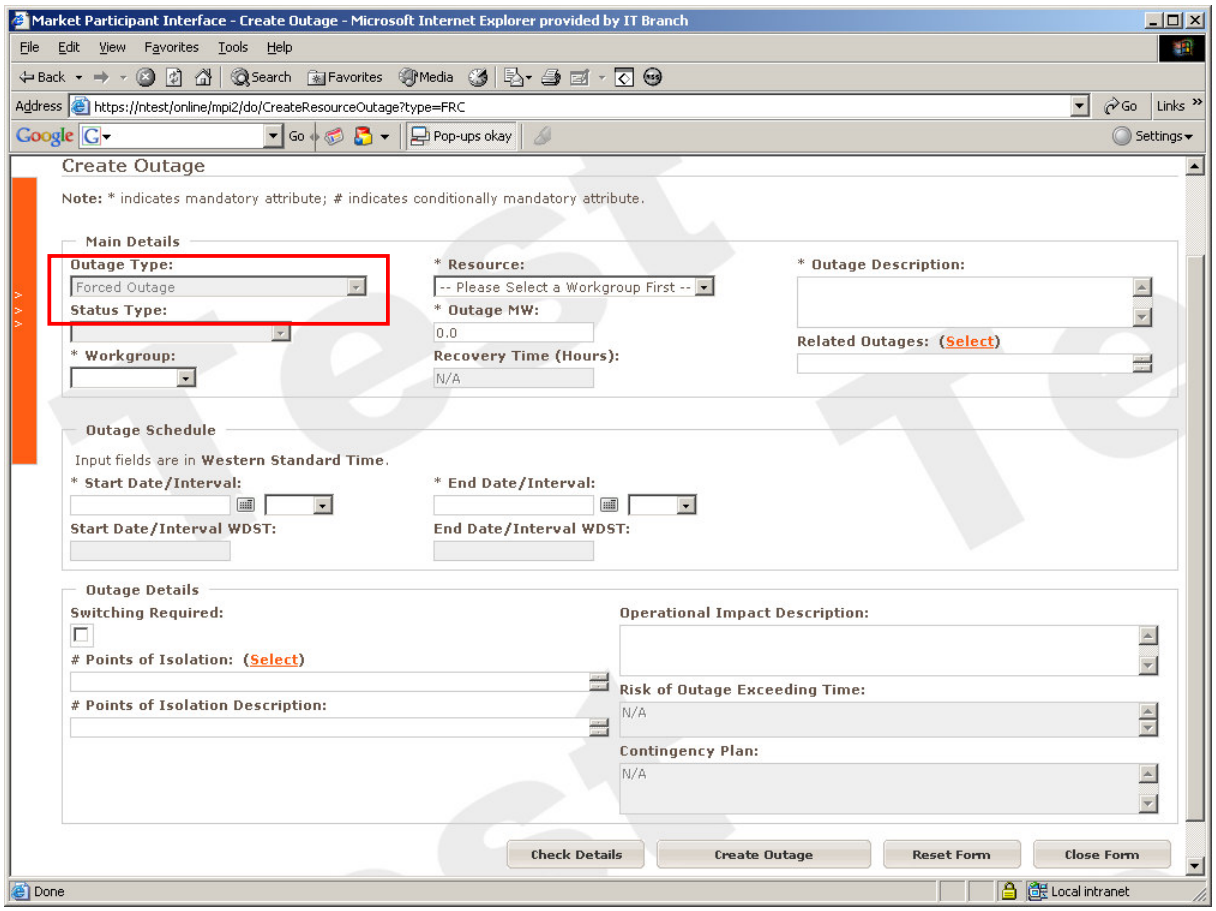
*Forced Outages* are outages without approval (refer Market Rule 3.21)

*Forced Outages* and *Consequential Outages* can be submitted via the MPI a maximum of 15 days after the event.

Select *Create Forced Outage* or *Create Consequential Outage* from the left hand menu.




The following screen should appear.



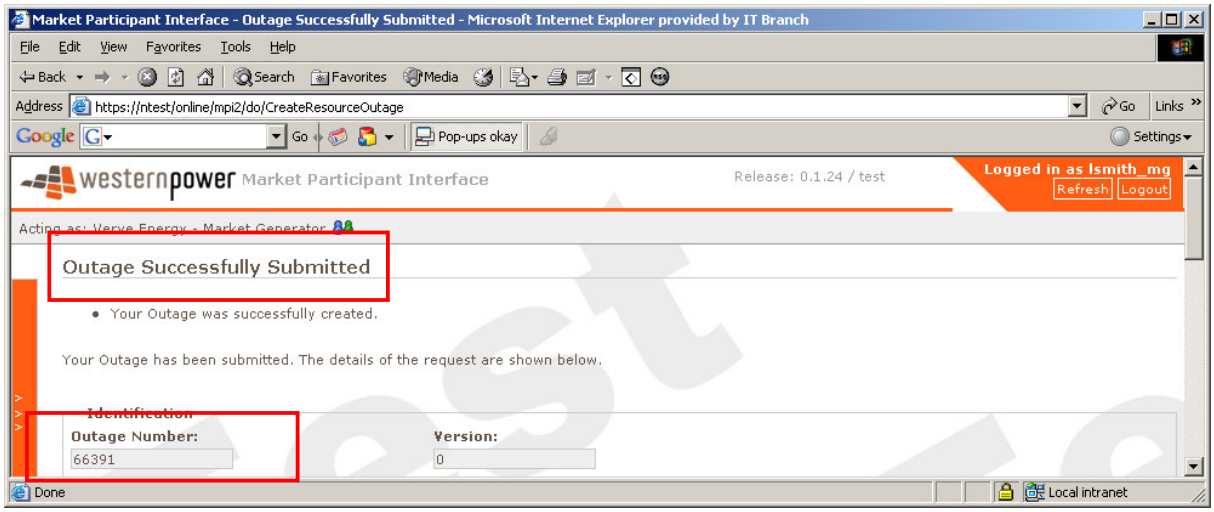

Enter details in the appropriate fields (refer Market rule 3.21.4)

The information required for both *Forced* and *Consequential* outages are the same.

**NOTE: If the end time interval of the outage is estimated due to outage circumstances, the end time can be later shrunk by clicking on the *Shrink Outage Dates* icon. The icon has a blue arrow protruding from a white folder .**

Once the details have been entered, click on the *Create Outage* button.

The *Outage Successfully Submitted* screen should appear and the outage number is the reference to be used in communication with System Management. This screen is shown below.


Market Participant Interface - Outage Successfully Submitted - Microsoft Internet Explorer provided by IT Branch
File Edit View Favorites Tools Help
Back Search Favorites Media
Address https://ntest/online/mpi2/do/CreateResourceOutage
Go Links
Google Go Pop-ups okay Settings
westernpower Market Participant Interface
Release: 0.1.24 / test
Logged in as lsmith_mg
Refresh Logout
Acting as: Verve Energy - Market Generator
Outage Successfully Submitted
Your Outage was successfully created.
Your Outage has been submitted. The details of the request are shown below.
Identification
Outage Number:
66391
Version:
0
Done
Local intranet

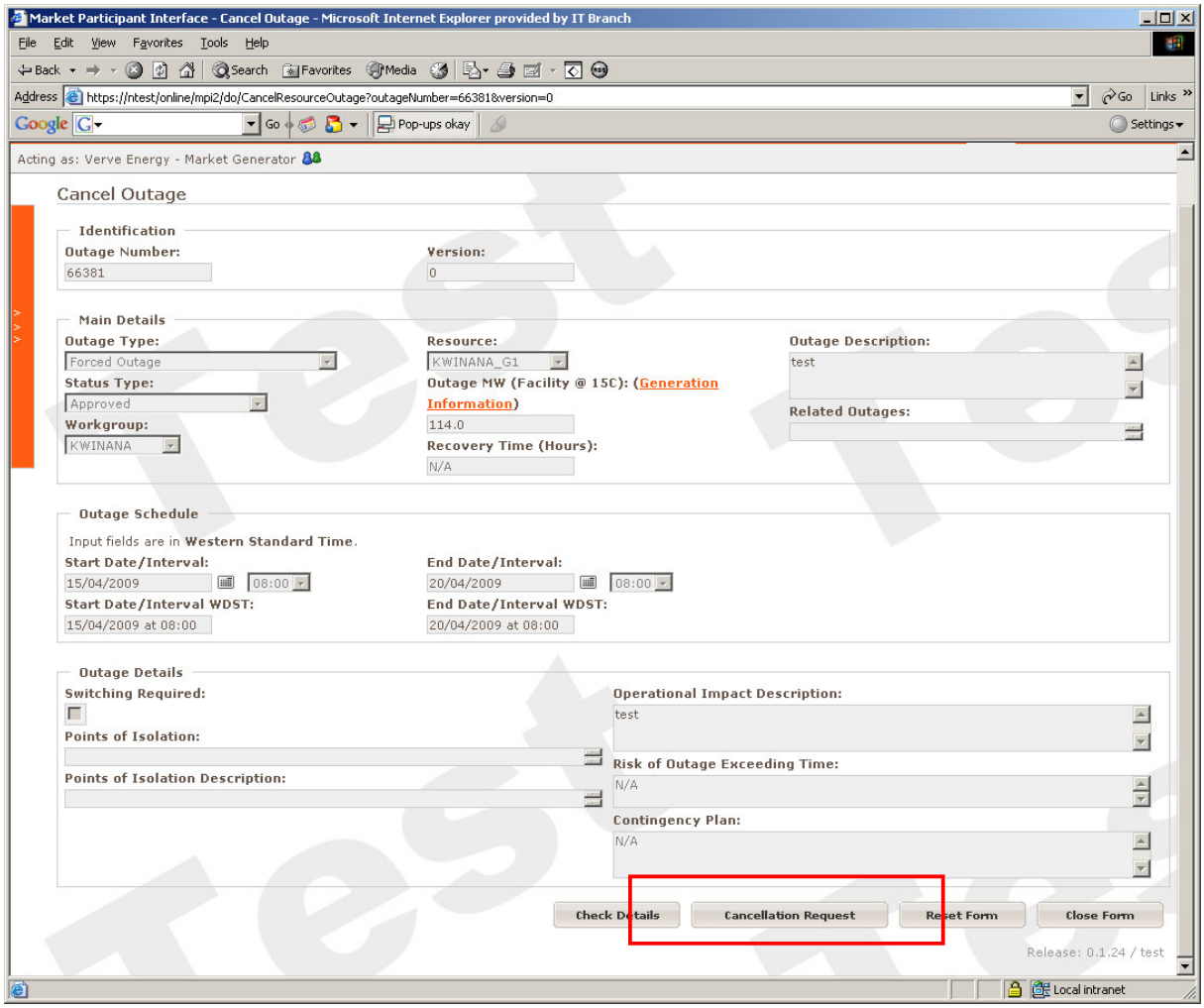
## Forced Outage Cancellation

A Forced Outage may be cancelled before up to 15 days after the trading day.

The outage may be cancelled from the outage review screen, by selecting the red cancel icon under the action column .

Note that the red icon may not appear until approximately 5 minutes after the outage is entered and will be a grey icon if it is after 15 days)

The *Cancel Request Screen* will appear.




Select the *Cancellation Request* button

The *Outage Successfully Submitted* screen should then appear.

# 10. Creating Provisional Outages

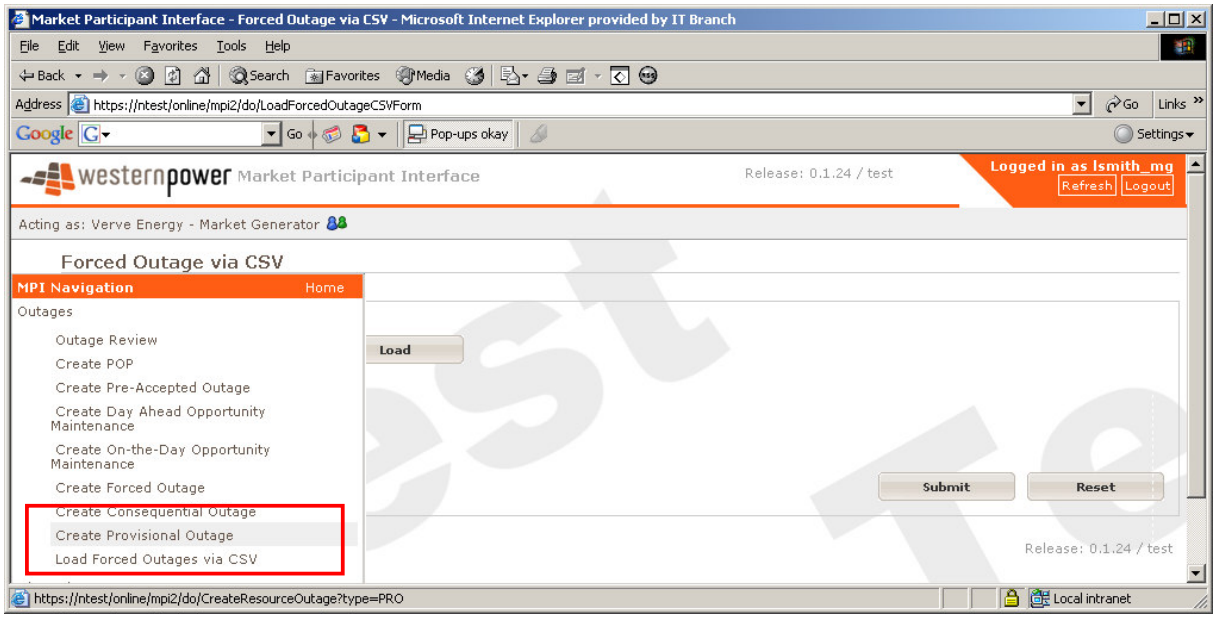
A *Provisional Outage* is utilized when the participant requires System Management to be informed about an outage but does not want the information to go to the Independent Market Operator.

An example of this would be a 0MW outage or a *Forced Outage* that has an unknown end date. The *Provisional Outage* can be entered allowing System Management to plan ahead knowing that the unit is unavailable.

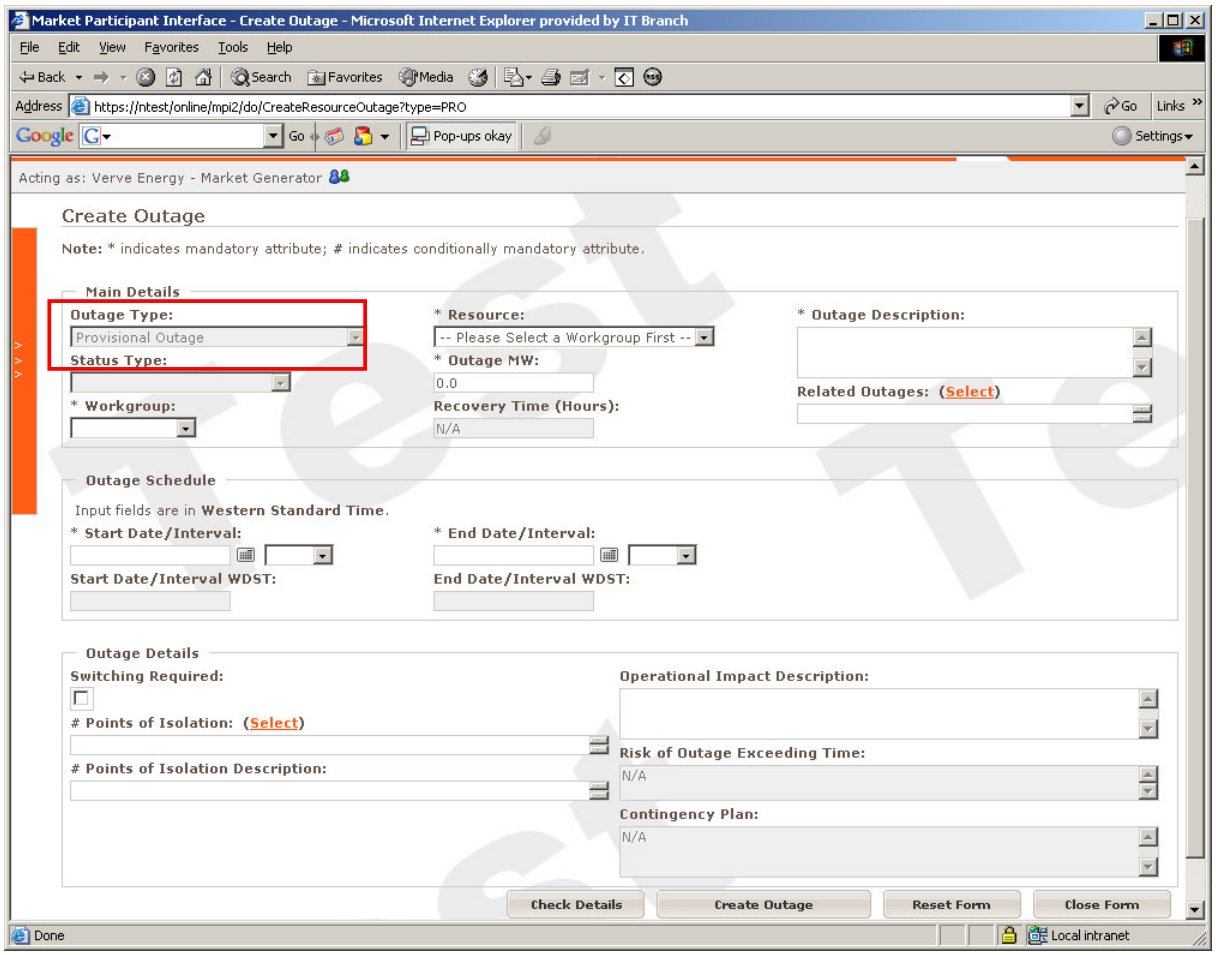
A *Provisional Outage* could also be used if the MW output is not affected by any maintenance or testing.

The information in a *Provisional Outage* is only used for System Managements' planning purposes- it does not get sent to the IMO.

Select the *Create Provisional Outage* from the left hand menu.




The following screen will appear.



The details to be entered for a *Provisional Outage* are the same as a *Forced* or *Consequential* outage.

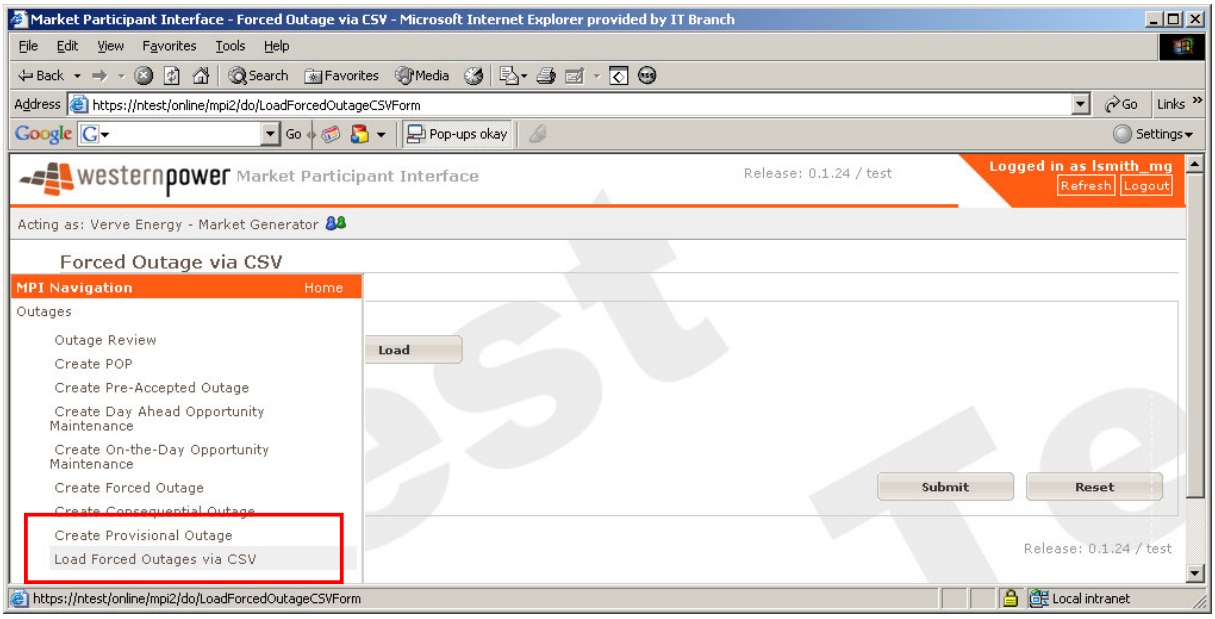
Once the details have been entered, click on the *Create Outage* button.

The *Outage Successfully Submitted* screen should appear. The outage number is the reference to be used in communication with System Management.

# 11. Loading Forced Outages via CSV

A list of forced outages can be submitted via a CSV upload if the file is in the correct format.

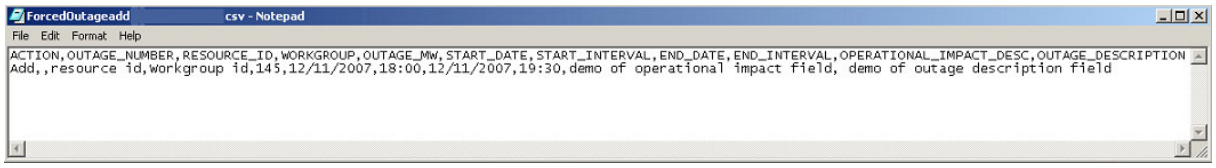
Select the *Load Forced Outages via CSV* from the left hand menu.




The information entered in to the CSV file should be in the format as seen in the below text string.

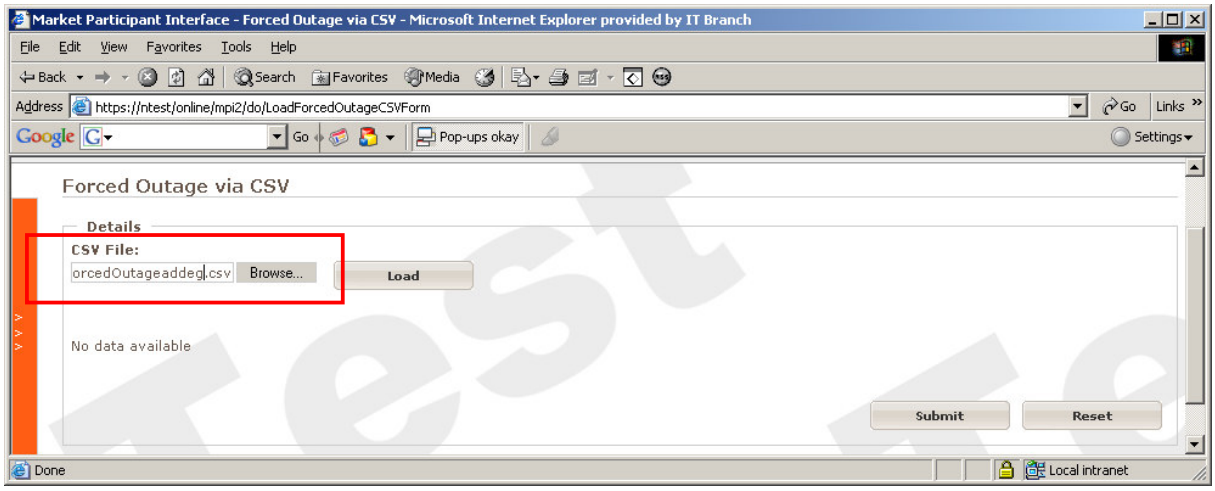
<<ACTION,OUTAGE_NUMBER,RESOURCE_ID,WORKGROUP,OUTAGE_MW,START_DATE,START_INTERVAL,END_DATE,END_INTERVAL,OPERATIONAL_IMPACT_DESC,OUTAGE_DESCRIPTION>>

Below is a screenshot of the created CSV file.

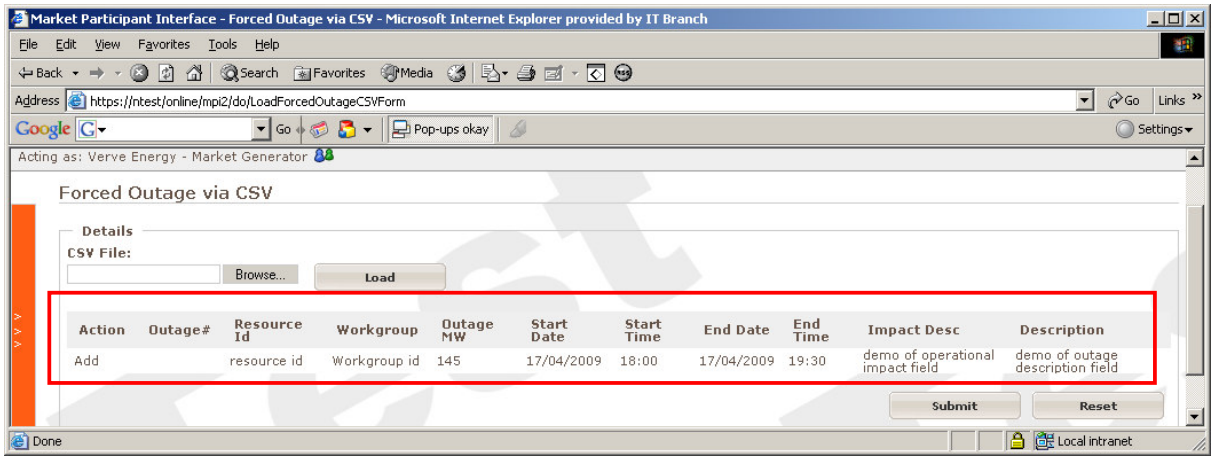

ForcedOutageadd csv - Notepad
File Edit Format Help
ACTION,OUTAGE_NUMBER,RESOURCE_ID,WORKGROUP,OUTAGE_MW,START_DATE,START_INTERVAL,END_DATE,END_INTERVAL,OPERATIONAL_IMPACT_DESC,OUTAGE_DESCRIPTION
Add,,resource id,workgroup id,145,12/11/2007,18:00,12/11/2007,19:30,demo of operational impact field, demo of outage description field

Once the CSV file has been created, save it to a designated area.

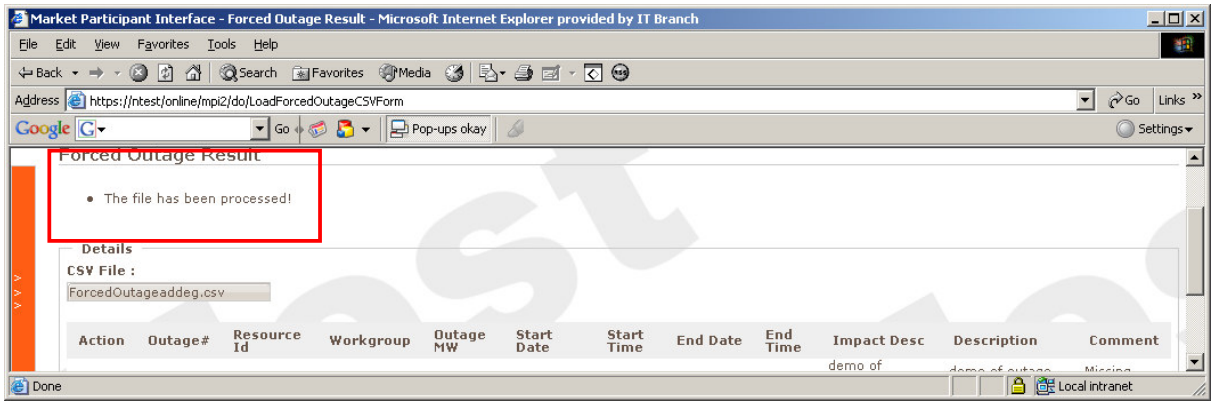
Select the *Browse* button and collect the CSV file to upload from the designated area.




*Load* the file the following screen should appear.

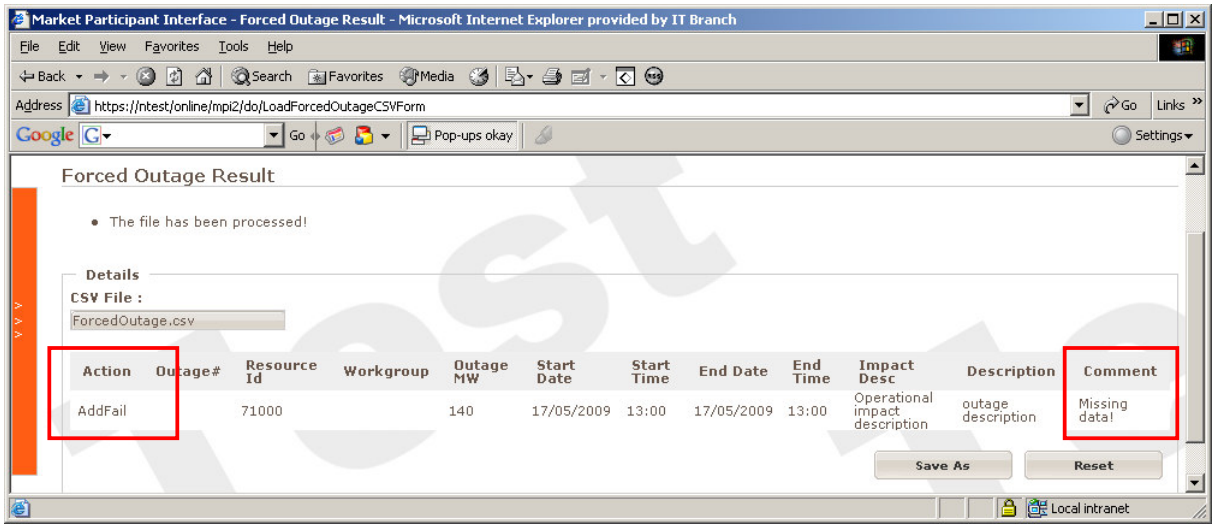

Market Participant Interface - Forced Outage via CSV - Microsoft Internet Explorer provided by IT Branch
Acting as: Verve Energy - Market Generator
Forced Outage via CSV
Details
CSV File:
Browse...
Load
Action Outage# Resource Id Workgroup Outage MW Start Date Start Time End Date End Time Impact Desc Description
Add resource id Workgroup id 145 17/04/2009 18:00 17/04/2009 19:30 demo of operational impact field demo of outage description field
Submit
Reset
Done
Local intranet

Click on the *Submit* button once the file has loaded and the following confirmation will appear.


Market Participant Interface - Forced Outage Result - Microsoft Internet Explorer provided by IT Branch
Forced Outage Result
The file has been processed!
Details
CSV File :
ForcedOutageaddeg.csv
Action Outage# Resource Id Workgroup Outage MW Start Date Start Time End Date End Time Impact Desc Description Comment
Done
Local intranet

An outage number will be created once the correct confirmation has been received.

If the upload is not successful, the result will state *AddFail* under *Action*, and the reason will be explained under the *Comment* field. An example is shown in the below screenshot.

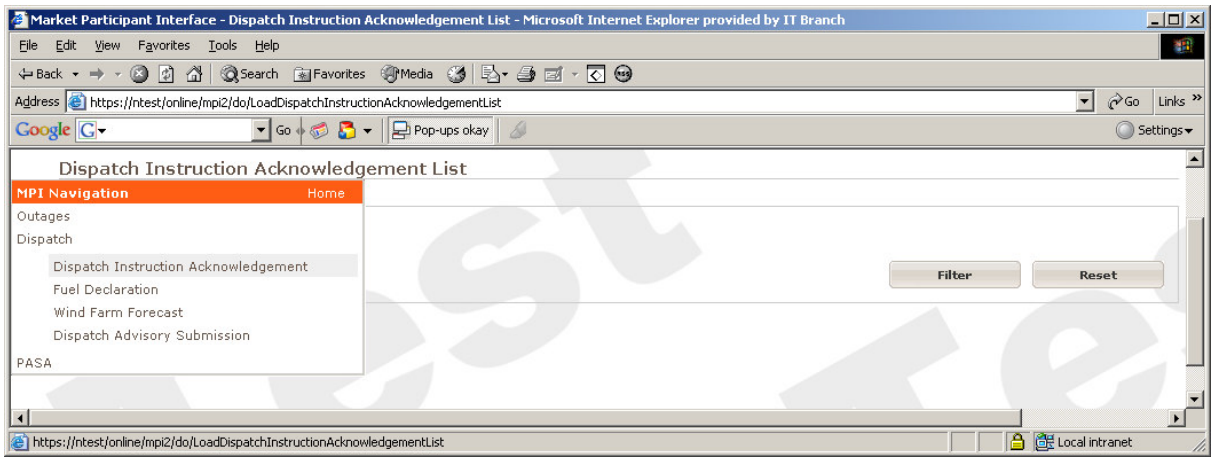

Market Participant Interface - Forced Outage Result - Microsoft Internet Explorer provided by IT Branch
File Edit View Favorites Tools Help
Address https://ntest/online/mpi2/do/LoadForcedOutageCSVForm
Forced Outage Result
The file has been processed!
Details
CSV File :
ForcedOutage.csv
Action Outage# Resource Id Workgroup Outage MW Start Date Start Time End Date End Time Impact Desc Description Comment
AddFail 71000 140 17/05/2009 13:00 17/05/2009 13:00 Operational impact description outage description Missing data!
Save As
Reset
Local intranet

# 12. Dispatch

### 12(a) Dispatch Instruction Acknowledgement

Dispatch Instructions are made via telephone call between control rooms. An email will be sent to the market participant confirming the details (refer Market Rule 7.7.3)

Select the *Dispatch Instruction Acknowledgement* link from the hidden menu.



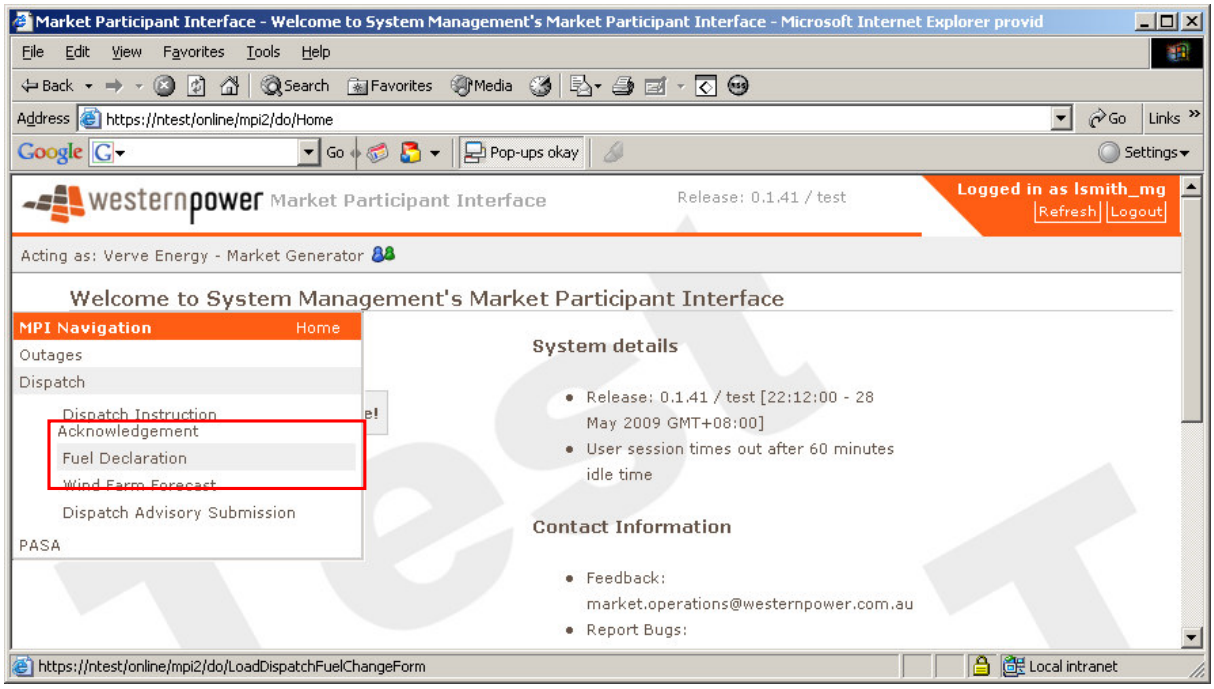

Click the *Acknowledge* button

An acknowledgement *Success* screen will appear

### 12(b) Dispatch Fuel Change submission

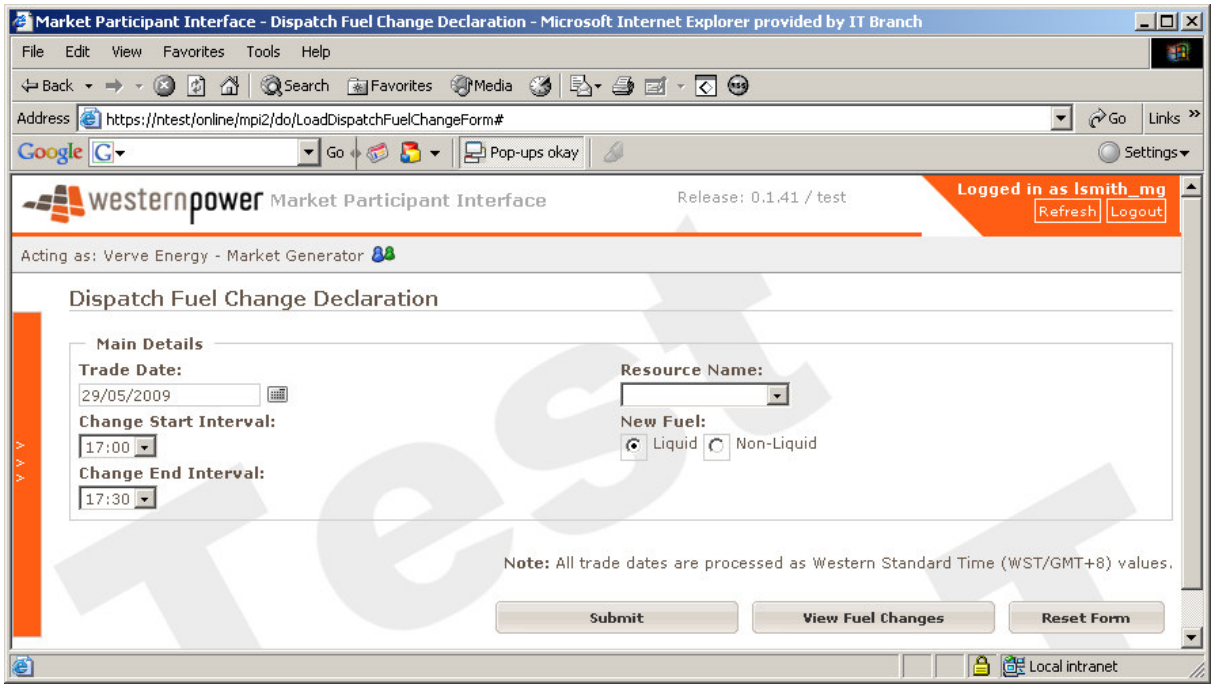
A *Fuel Change* submission is required to be entered into the MPI at least 1hr before the fuel change is to commence.

Select *Fuel Declaration* from the hidden menu.

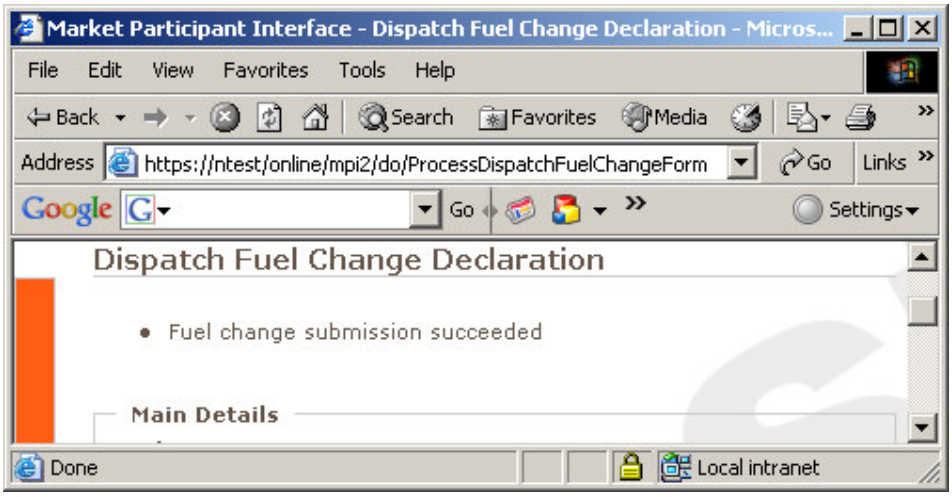



The following screen will appear.

Enter the *Trade Date, Change Start Interval, Change End Interval, Resource Name and New Fuel.*



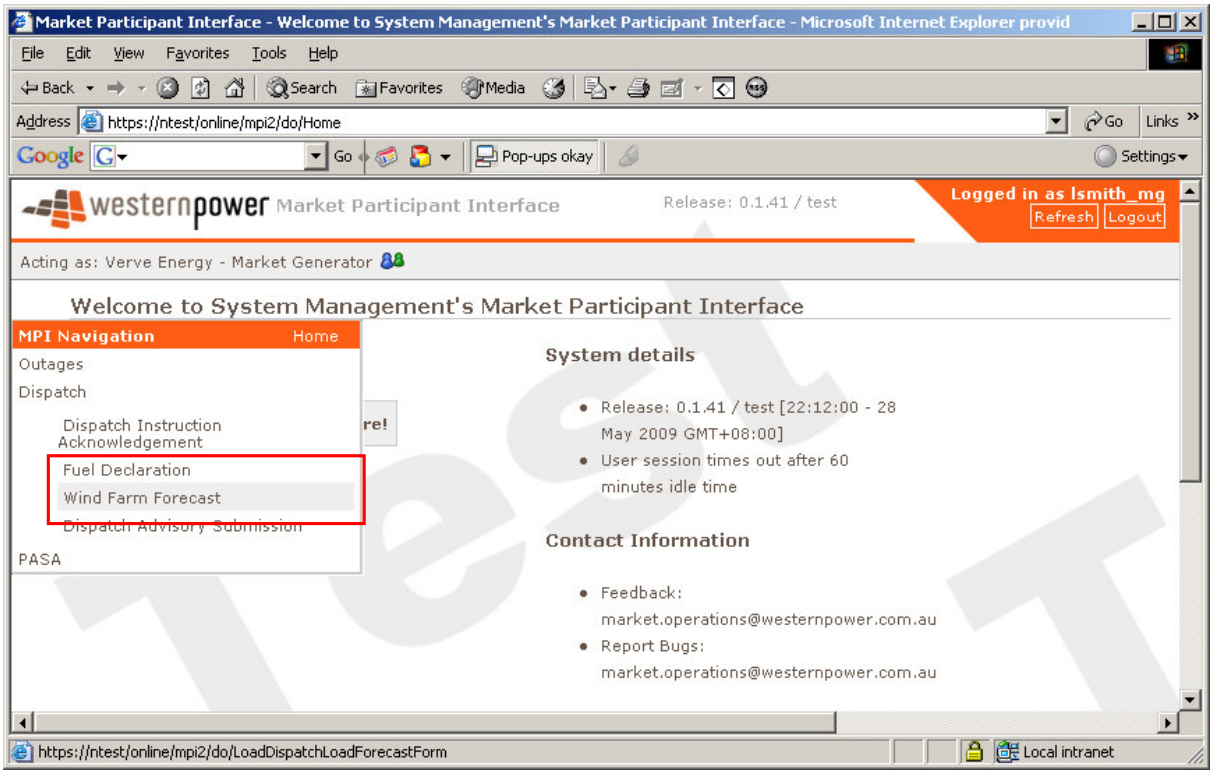

Click on the *Submit* button and the message *Fuel change submission succeeded* will appear if no errors are displayed.




**12( c) Wind Farm Forecast**

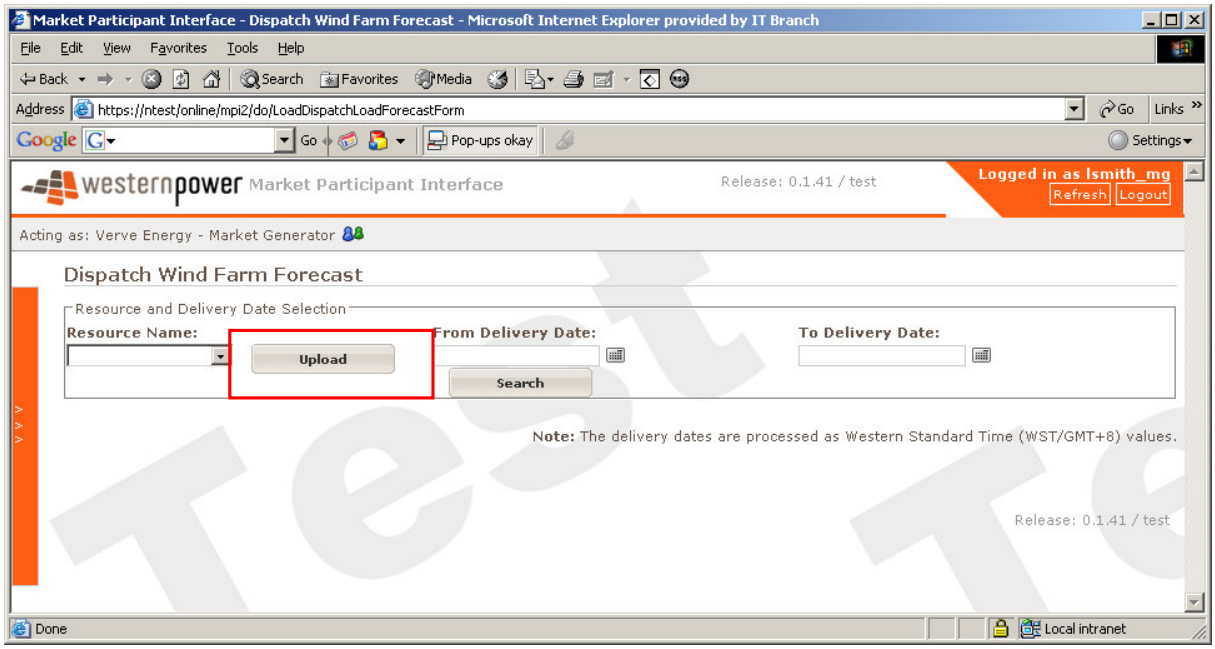
A Participant must advise System Management of the forecast windfarm output between 12:00 on the scheduling day to the end of the next trading day by 10:00 on the scheduling day (ref Market Rule 7.2.5). This covers 88 trading intervals. This is entered as a comma separated variable (csv) file for each wind facility.

Select *Wind Farm Forecast* from the hidden menu.


Market Participant Interface - Welcome to System Management's Market Participant Interface - Microsoft Internet Explorer provid
File Edit View Favorites Tools Help
Back Search Favorites Media
Address https://ntest/online/mpi2/do/Home
Go Links
Google Go Pop-ups okay Settings
westernpower Market Participant Interface
Release: 0.1.41 / test
Logged in as lsmith_mg
Refresh Logout
Acting as: Verve Energy - Market Generator
Welcome to System Management's Market Participant Interface
MPI Navigation Home
Outages
Dispatch
Dispatch Instruction Acknowledgement
Fuel Declaration
Wind Farm Forecast
Dispatch Advisory Submission
PASA
System details
Release: 0.1.41 / test [22:12:00 - 28 May 2009 GMT+08:00]
User session times out after 60 minutes idle time
Contact Information
Feedback: market.operations@westernpower.com.au
Report Bugs: market.operations@westernpower.com.au
https://ntest/online/mpi2/do/LoadDispatchLoadForecastForm
Local intranet

Enter the *Resource Name, From Delivery Date* and *To Delivery Date.*

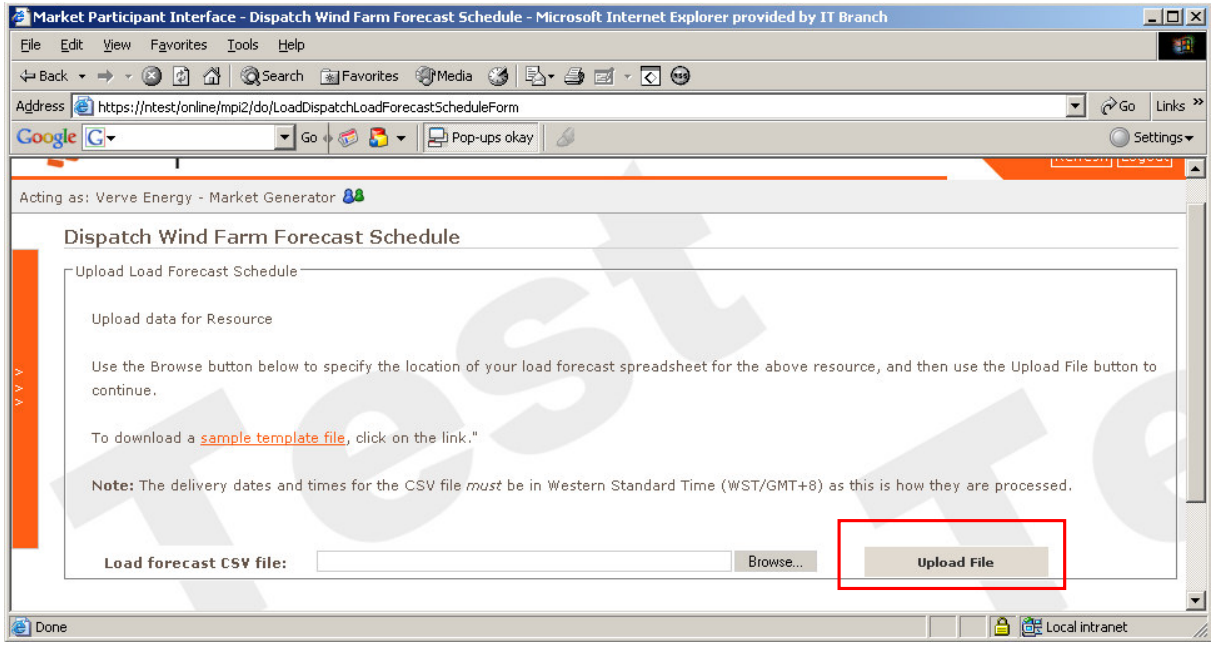
Select the *Upload* button.


Market Participant Interface - Dispatch Wind Farm Forecast - Microsoft Internet Explorer provided by IT Branch
File Edit View Favorites Tools Help
Back Search Favorites Media
Address https://ntest/online/mpi2/do/LoadDispatchLoadForecastForm
Go Links
Google Go Pop-ups okay Settings
westernpower Market Participant Interface
Release: 0.1.41 / test
Logged in as lsmith_mg
Refresh Logout
Acting as: Verve Energy - Market Generator
Dispatch Wind Farm Forecast
Resource and Delivery Date Selection
Resource Name:
Upload
From Delivery Date:
To Delivery Date:
Search
Note: The delivery dates are processed as Western Standard Time (WST/GMT+8) values.
Release: 0.1.41 / test
Done
Local intranet

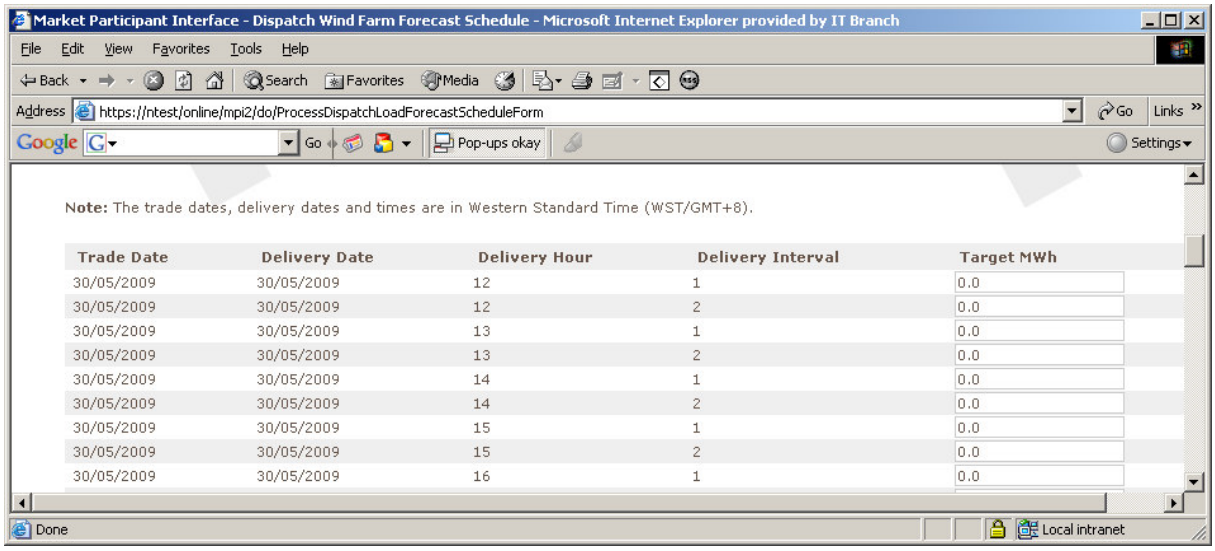
A *sample template file* can be downloaded for the correct format.

Select *Browse* to find the forecast file to upload.

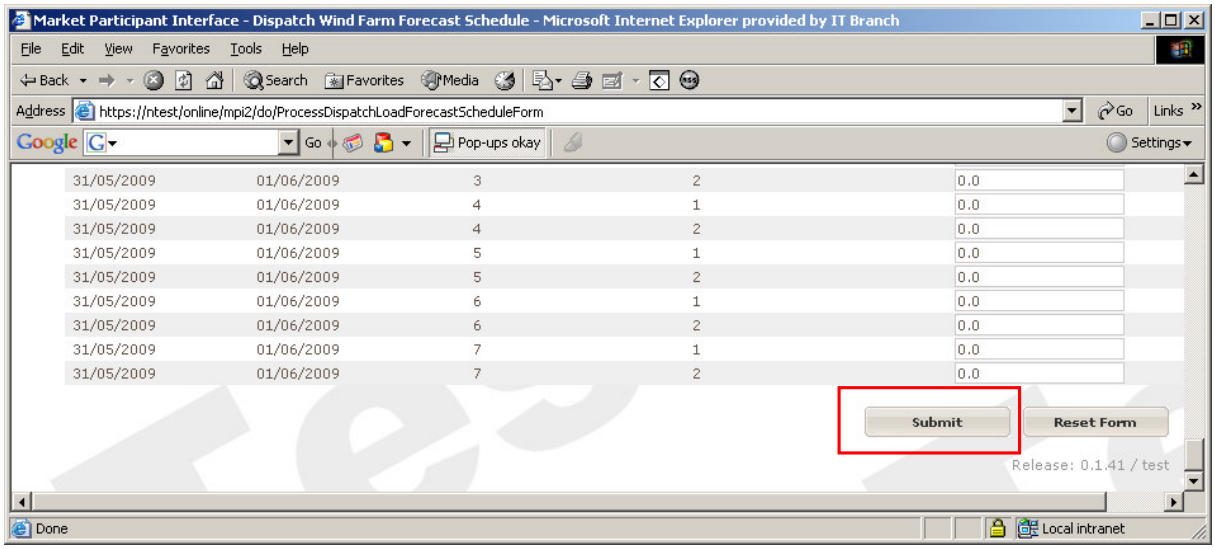
Select the *Upload File* button.


Market Participant Interface - Dispatch Wind Farm Forecast Schedule - Microsoft Internet Explorer provided by IT Branch
File Edit View Favorites Tools Help
Back Search Favorites Media
Address https://ntest/online/mpi2/do/LoadDispatchLoadForecastScheduleForm
Go Links
Google Go Pop-ups okay Settings
Acting as: Verve Energy - Market Generator
Dispatch Wind Farm Forecast Schedule
Upload Load Forecast Schedule
Upload data for Resource
Use the Browse button below to specify the location of your load forecast spreadsheet for the above resource, and then use the Upload File button to continue.
To download a sample template file, click on the link."
Note: The delivery dates and times for the CSV file must be in Western Standard Time (WST/GMT+8) as this is how they are processed.
Load forecast CSV file:
Browse...
Upload File
Done
Local intranet

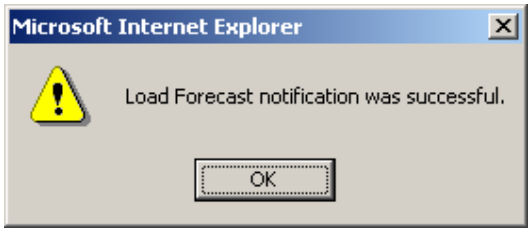
The data uploaded will be displayed as shown below.


Market Participant Interface - Dispatch Wind Farm Forecast Schedule - Microsoft Internet Explorer provided by IT Branch
File Edit View Favorites Tools Help
Back Search Favorites Media
Address https://ntest/online/mpi2/do/ProcessDispatchLoadForecastScheduleForm
Go Links
Google Go Pop-ups okay Settings
Note: The trade dates, delivery dates and times are in Western Standard Time (WST/GMT+8).
Trade Date | Delivery Date | Delivery Hour | Delivery Interval | Target MWh
30/05/2009 | 30/05/2009 | 12 | 1 | 0.0
30/05/2009 | 30/05/2009 | 12 | 2 | 0.0
30/05/2009 | 30/05/2009 | 13 | 1 | 0.0
30/05/2009 | 30/05/2009 | 13 | 2 | 0.0
30/05/2009 | 30/05/2009 | 14 | 1 | 0.0
30/05/2009 | 30/05/2009 | 14 | 2 | 0.0
30/05/2009 | 30/05/2009 | 15 | 1 | 0.0
30/05/2009 | 30/05/2009 | 15 | 2 | 0.0
30/05/2009 | 30/05/2009 | 16 | 1 | 0.0
Done
Local intranet

If the user is satisfied with the data, scroll to the end and *Submit* the data.

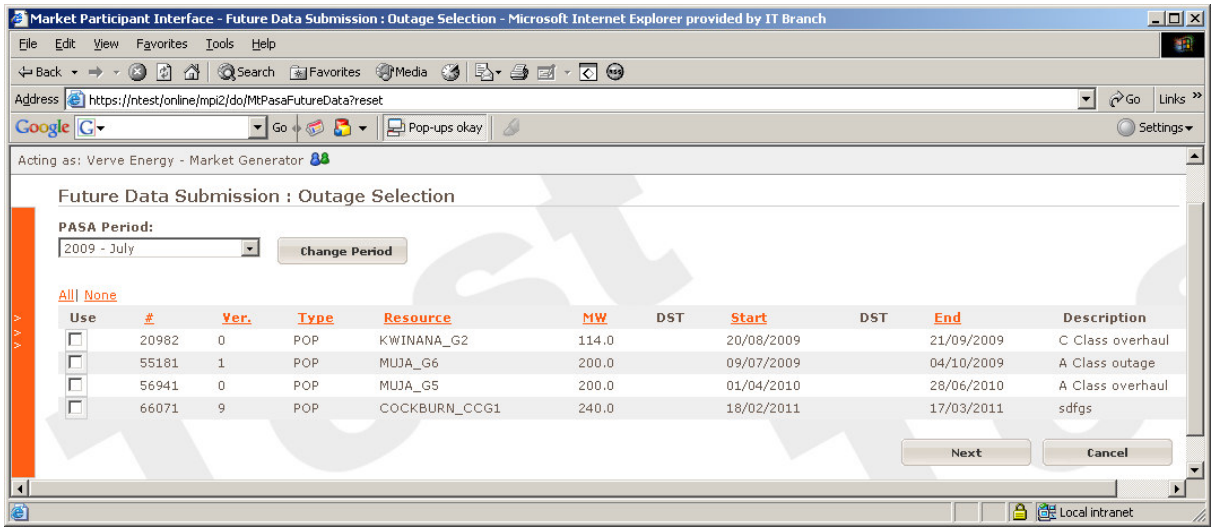

Market Participant Interface - Dispatch Wind Farm Forecast Schedule - Microsoft Internet Explorer provided by IT Branch
File Edit View Favorites Tools Help
Back Search Favorites Media
Address https://ntest/online/mpi2/do/ProcessDispatchLoadForecastScheduleForm
Go Links
Google Go Pop-ups okay Settings
31/05/2009 | 01/06/2009 | 3 | 2 | 0.0
31/05/2009 | 01/06/2009 | 4 | 1 | 0.0
31/05/2009 | 01/06/2009 | 4 | 2 | 0.0
31/05/2009 | 01/06/2009 | 5 | 1 | 0.0
31/05/2009 | 01/06/2009 | 5 | 2 | 0.0
31/05/2009 | 01/06/2009 | 6 | 1 | 0.0
31/05/2009 | 01/06/2009 | 6 | 2 | 0.0
31/05/2009 | 01/06/2009 | 7 | 1 | 0.0
31/05/2009 | 01/06/2009 | 7 | 2 | 0.0
Submit
Reset Form
Release: 0.1.41 / test
Done
Local intranet

The following message box will appear if the upload was successful.



# 13. MT PASA

The market particpant must provide availability and change to facility data to System Management so System Management can perform the MT PASA study each month (refer Market rule 3.16.4). Note the MT PASA covers the next 3 years.


Market Participant Interface - Future Data Submission : Outage Selection - Microsoft Internet Explorer provided by IT Branch
File Edit View Favorites Tools Help
Back Search Favorites Media
Address https://ntest/online/mpi2/do/MtPasaFutureData?reset
Go Links
Google Go Pop-ups okay Settings
Acting as: Verve Energy - Market Generator
Future Data Submission : Outage Selection
PASA Period:
2009 - July
Change Period
All| None
Use # Ver. Type Resource MW DST Start DST End Description
20982 0 POP KWINANA_G2 114.0 20/08/2009 21/09/2009 C Class overhaul
55181 1 POP MUJA_G6 200.0 09/07/2009 04/10/2009 A Class outage
56941 0 POP MUJA_G5 200.0 01/04/2010 28/06/2010 A Class overhaul
66071 9 POP COCKBURN_CCG1 240.0 18/02/2011 17/03/2011 sdfgs
Next
Cancel
Local intranet

Confirm outages by ticking the relevant outages (or select all) that are confirmed then click *Next.*

Upload any or all of 5 csv files relating to changes, energy constraints, non-scheduled (e.g.windfarm) production. Choose *Next* if no information.

# 14. ST PASA

The market participant must provide availability data to System Management so System Management can perform the ST PASA study each week (refer Market rule 3.17.5). Note the ST PASA covers the next 3 weeks

The process is the same as for the MT PASA.

# 15. Appendix

## Information required to enter an outage:

- **Outage Type:** Type of outage the user would like to submit. No matter the type of outage, the information submitted is the same
- **Status Type:** The Status Type appears once the outage has been created
- **Workgroup:** Select from a dropdown list. It is the authority group link to this Outage (Mandatory)
- **Resource:** Selected from a drop down list. This is the resource that will be used in the Outage (Mandatory)
- **Outage MW:** This is the value in MW that will be removed from the Market. It is **not** the remaining capacity of the unit (Mandatory)
- **Recovery Time:** This is the time it will take to bring the resource back from Outage. The time unit of measure is Hours (Mandatory)
- **Start Date:** Select from the calendar. Indicates the start date for the Outage (Mandatory)
- **End Date:** Select from the calendar. Indicates the end date for the Outage (Mandatory)
- **Start time interval:** Use drop down box. Indicates the start time Interval of the Outage (Mandatory)
- **End time interval:** Use drop down box. Indicates the end time Interval of the Outage. In all other screens this field is (Mandatory)

Note Start and End times are based on intervals. That is interval 08:00 is anytime between 08:00:00 and 08:29:59. If the outage is to finish at 16:20, then interval 16:00 is selected. Outages to the IMO are reported only in whole intervals.

- **Outage Description:** A descriptive text of the Outage being requested (Mandatory). Maximum characters allowed in this field are 100
- **Related Outages:** 'Select' any outages that may correspond to and impact the outage. This may be a transmission line entering the power station or a transformer
- **Risk of outage extending beyond requested end time:** Textual description indicating the risk assessment of the Outage extending past the requested End Date and End Time (Mandatory). Maximum characters allowed in this field are 250
- **Contingency Plan:** Textual description indicating the approach if the unit is requested by System Management to return from Outage sooner than scheduled (Mandatory). Maximum characters allowed in this field are 250
- **Operational Information:** Textual description indicating the impact on the operation (Mandatory). Maximum characters allowed in this field are 720
- **Switching required:** This is to determine whether a Switching Operator will be required to isolate the outage equipment
- **Points of Isolation:** Required if a Switching Operator is required to do switching. Click on the *Select* link for options
- **Points of Isolation Description:** A textual description of the Points of Isolation if specific Points of Isolation aren't known to user

# 16. Contact System Management

For queries regarding the Market Participant Interface

By email ; market.operations@westernpower.com.au

By phone: (08) 9427 5943

By fax: (08) 9427 4228

# 17. Special Notes

*Maximum Supply Capability – Market Rule 6.3A.2*

System Management sends the IMO data on all approved planned and forced outages for the trading day at 8.00 am on the scheduling day (as per market rule 7.3.4). As Opportunity Maintenance requests can only be entered between 6.00 am and 10 am on the scheduling day it is unlikely to be approved prior to this time and so these requests may not be used in the determination of the Maximum Supply Capability.

*Outage Quantities*

All outages should be entered as the reduction in capacity at a temperature of 15 degrees Celsius, irrespective of the forecast ambient temperature at site during the outage. It must be noted System Management reports all outages to the IMO at 41 degrees Celsius, based on the ratio of the facility capability at 41 deg C and its capability at 15 deg C. This generally accounts for variations on outage quantities between IMO reports and the System Management MPI.

**Appendix 1 :**

**Which Outage Type should be requested? This diagram is in accordance with the market rules. Please read above information for Networks outage period information.**